

**Kentucky**

**Department of Corrections**

**2004  
ANNUAL REPORT**



**Ernie Fletcher  
Governor**

**Stephen B. Pence  
Lt. Governor**

**John D. Rees  
Commissioner**



## Letter from the Commissioner

Our primary mission at the Kentucky Department of Corrections is “To protect the citizens of the Commonwealth and to provide a safe, secure, and humane environment for staff and offenders in carrying out the mandates of the legislative and judicial processes, and to provide opportunities for offenders to acquire skills which facilitate non-criminal behavior.”

Our inmate population continues to grow, as a result of sentencing guidelines that mandate a large percentage of inmates serve longer sentences. Our recidivism rate continues to exceed 27%, a reminder that offenders are not re-integrating into society upon release with the success we would like to see. Our vision includes providing inmates with the ability to obtain education and training that will help them become productive workers in society upon their release.

With the support of Governor Ernie Fletcher and Lt. Governor and Justice and Public Safety Cabinet Secretary Stephen B. Pence, we have recently increased our efforts at dealing with offenders in need of substance abuse treatment. We must end the revolving door cycle in our criminal justice system, where we are releasing offenders from prison, only to have them go back out and re-offend because they have unresolved substance abuse issues.

We are dedicated to protecting the citizens of this great Commonwealth. It is a difficult and demanding task but we do it with professionalism, dedication and pride.

Sincerely,

John D. Rees  
Commissioner

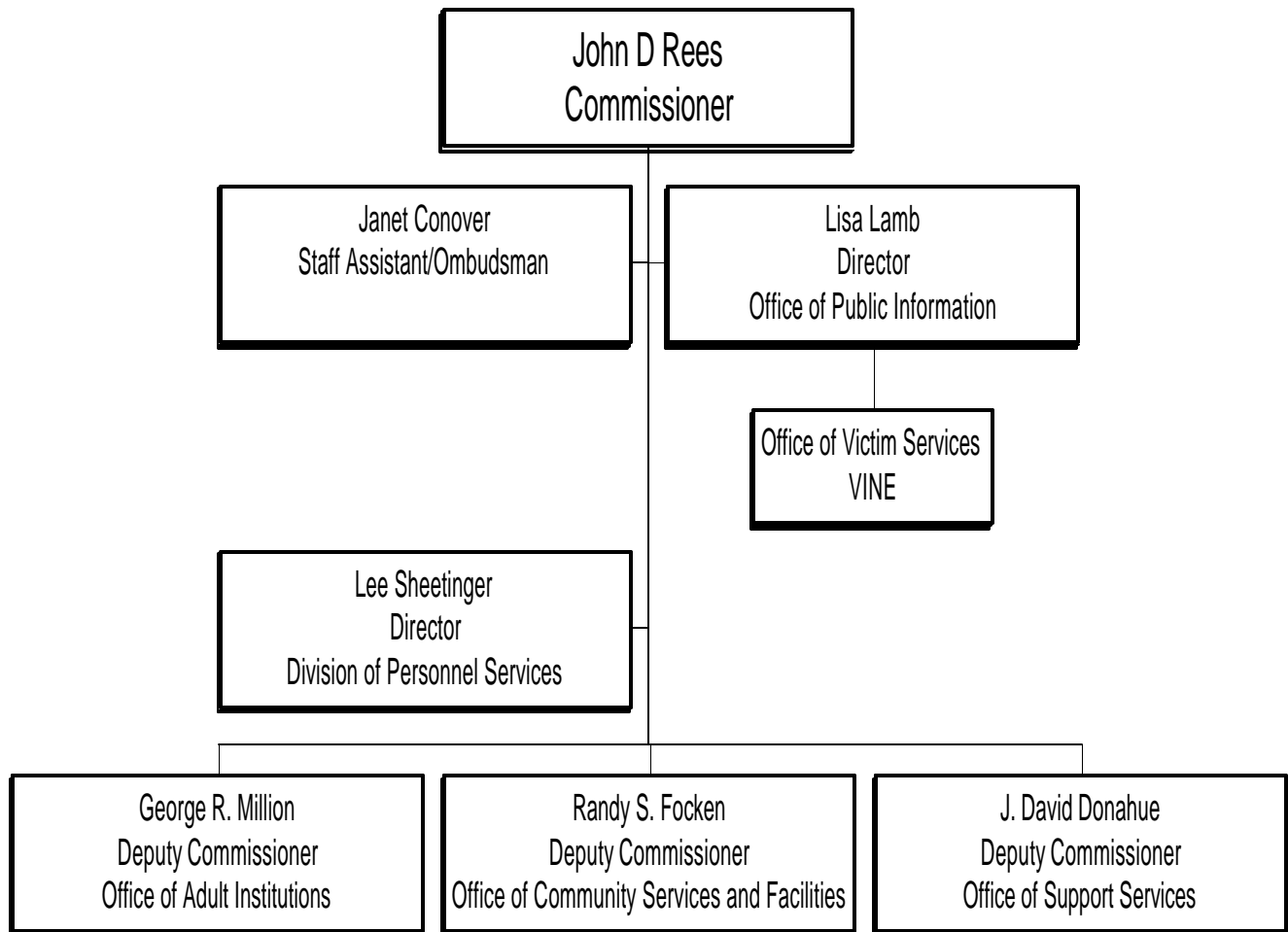
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# Department Organization



# Office of the Commissioner

## **Commissioner John D. Rees**

Executive Secretary  
Robin Thompson

### **Commissioner's Staff**

Executive Staff Advisor/  
Ombudsman  
Janet Conover

Director of Communications  
Lisa Lamb

General Counsel  
Jeff Middendorf

Personnel Director  
Lee Sheeting

### **Deputy Commissioners**

Office of Support Services  
J. David Donahue

Office of Adult Institutions  
George R. Million

Office of Community Services  
and Local Facilities  
Randy S. Focken

Special Institutions with the former Kentucky Bureau of Corrections. He served in several capacities within the Kentucky Corrections system until 1976 when he left the state to work for the Oklahoma Department of Corrections.

He returned to Kentucky in 1980 to become warden of the Kentucky State Reformatory, a position he held for six years. From 1986 to 1998, Rees worked for Corrections Corporation of America, a private correctional management firm. He managed facilities in New Mexico, Texas, Louisiana and Tennessee before becoming vice president of business development.

Rees received a bachelor's degree in Sociology and Political Science from the University of Kentucky and a master's degree in Criminology and Correctional Administration from Florida State University.



*Commissioner John D. Rees*

Rees has maintained professional memberships with state and national correctional associations. In 2003 the American Correctional Association named him a Certified Corrections Executive. In addition he has taught corrections programs at several universities, the National Institute of Corrections and the National Institute of Justice.

### **The Commissioner's Staff**

Commissioner Rees immediately began to build a core staff to

## **Commissioner John D. Rees**

In January 2004, Governor Ernie Fletcher and Lt. Governor Stephen B. Pence, Secretary of the Justice and Public Safety Cabinet appointed John D. Rees as Commissioner of the Department of Corrections.

Commissioner Rees began his career in corrections at the Kentucky State Reformatory as an assistant casework supervisor. Three years later, he was promoted to the position of director of the Division of



*Seated: Commissioner John D. Rees; Standing left to right: Deputy Commissioner George Million, Deputy Commissioner Randy Focken, and Deputy Commissioner J. David Donahue*



## Office of the Commissioner (Continued)

oversee the Department of Corrections, and to develop a plan for increasing efficiency, accountability, budgetary restraint and excellence in public service.

### **Executive Staff Advisor/ Ombudsman**

In June 2004, Commissioner John D. Rees promoted Janet Conover from Corrections Program Administrator in the Classification Branch to the position of Executive Staff Advisor. Conover serves as the Department's Ombudsman and monitors the ACA accreditation process.



*Janet Conover, Executive Staff Assistant/Ombudsman*

Conover was hired as a Corrections Officer at the Kentucky Correctional Institution for Women in 1989. She was promoted to Classification/Treatment Officer at KCIW and later received promotions to Unit Administrator I and II. While at KCIW, she worked as a Grievance Coordinator.

She is a native of Louisville and a graduate of Bellarmine University.

### **Director of Communications**

Lisa Lamb serves as the Department of Corrections' Director of Communications. In this position, she oversees the Office of Victim Services.

A native of Harlan, Lamb brought nearly 20 years of experience working with the media to her position with the DOC. In her current role, she serves as the Department's spokesperson, handling all media calls and requests for information and interviews. She also serves as a member of the Commissioner's Executive Staff and as the legislative liaison for the agency. She was the 2003 recipient of the "Jennifer Schaaf Award," presented by the Society of Professional Journalists (SPJ) to an outstanding government communicator.

Lamb came to Corrections after six years with the Kentucky Press Association where she worked as the News Bureau Director, Member Services Director and as Director of the Kentucky High School Journalism Association. She spent nearly 10 years with the Harlan Daily Enterprise and just prior to joining KPA, was the newspaper's executive editor.



*Lisa Lamb, Director of Communications*

She is a graduate of Southeast Community College. In addition she attended Eastern Kentucky University and the University of Kentucky, majoring in journalism.

### **Personnel Director**

Lee Sheeting is Personnel Director and Executive Staff member in the Department of Corrections.

A lifetime Frankfort resident, Sheeting has over 30 years in public and private Personnel Administration including 18 years in Personnel Management. He has six years teaching Management & Personnel in college, and 20 years as a professional speaker on Motivation & Humor.

Sheeting has a Bachelors Degree in Sociology with a Minor in English and received his Masters Degree in Public Affairs, having 24 post graduate hours in Public Administration (Personnel).

He is a current member and past President of the Kentucky Chapter, International Personnel Management Association. In 2001, he received that organization's Walter R. Gattis, Jr. Award, (Lifetime Achievement for Contributions to Public Personnel Management). He served as Chairperson for the Local Health Department Personnel Council from 1994 to 1999. He was named Man of the Year, Outstanding Young Men of America in 1985, and Outstanding Adjunct Professor at Sullivan Junior College in 1998.

### **Deputy Commissioners**

#### **Office of Support Services**

Deputy Commissioner J. David Donahue has 24 years experience in corrections which include service with the Federal Bureau of Prisons, local government, and private corrections. He started his career as a Corrections Officer in 1980 and has held several manage-

## Office of the Commissioner (Continued)

ment positions throughout his tenure.

He was assigned to several facilities throughout the country having served as Warden of two institutions. In the early 1990s, Deputy Commissioner Donahue became an auditor for the American Correctional Association (ACA) and routinely assists governmental jurisdictions on corrections and criminal justice issues. Deputy Commissioner Donahue is committed to progressive, professional and efficient government. He is a well-respected professional who has a broad range of experience.

A native of Bardstown, Kentucky, Deputy Commissioner Donahue received his Bachelor's Degree in Police Administration and Criminal Justice from Eastern Kentucky University and graduate coursework at Spaulding University. Deputy Commissioner Donahue has maintained professional memberships with national corrections associations and has also served as Public Safety Director for the City of Barbourmeade in Jefferson County, Kentucky.

He is married to Jan Caffee Donahue and they have three children.

### Office of Adult Institutions

In June 2004, Commissioner Rees appointed George Million as Deputy Commissioner of the Office of Adult Institutions. Deputy Commissioner Million had been serving in that role in an acting Capacity. Prior to that, he served for a year as East Region Director overseeing the correctional institutions in the eastern part of Ken-

tucky. Before coming to Central Office, he was Warden of the Eastern Kentucky Correctional Complex for five years.

Deputy Commissioner Million began his career in 1972 as an employment placement counselor for inmates leaving the Kentucky State Reformatory. He worked at the Reformatory for 17 years in a variety of positions including Classification/Treatment Officer, Assistant Unit Manager and Unit Manager. In 1989, he was promoted to Program Administrator for Classification in Central Office and five years later, was promoted to Deputy Warden for Security at the Kentucky Correctional Institution for Women in Pewee Valley.

During his tenure with the Department of Corrections, Deputy Commissioner Million has participated in several major projects, including a past revision of the state's inmate classification plan and the master plan for the ongoing renovation of the women's institution.

Deputy Commissioner Million earned his Bachelor's Degree from Eastern Kentucky University and later earned a Master's Degree in Psychology from Spaulding University.

### Office of Community Services

Randy Focken was appointed in March 2004 as Deputy Commissioner over the Department's Community Services Division, which encompasses Probation and Parole and Local Facilities.

Deputy Commissioner Focken has 25 years experience in Cor-

rections, the last several years as the Sentencing and Guidelines Specialist in the U.S. Probation and Parole's Western District in Louisville.

A native of Milford, Illinois., he began his career in 1980 as a Probation Officer with Champaign County Court Services in Urbana, Illinois. In 1984, Deputy Commissioner Focken continued his career as a Probation Officer with St. Louis County Justice Services in St. Louis, Missouri. A year later, he began a 17-year career as a United States Probation Officer, first in St. Louis, Missouri, then Springfield, Illinois, and then in 1992, in Louisville's Western District.

As a United States Probation and Parole Officer, Deputy Commissioner Focken has conducted investigations in Pretrial Services, Presentence, release of offenders on Parole or Supervised Release. He conducted Preliminary Interviews of Parole violators, in addition to providing Pretrial, Probation, Parole, and Supervised Release supervision of offenders.

Deputy Commissioner Focken is a graduate of the University of Illinois where he received his Bachelor's Degree in Criminal Justice.



*Commissioner Rees and Deputies in Conference*



## Division of Personnel Services

### Personnel Services

#### Director

Lee Sheeting

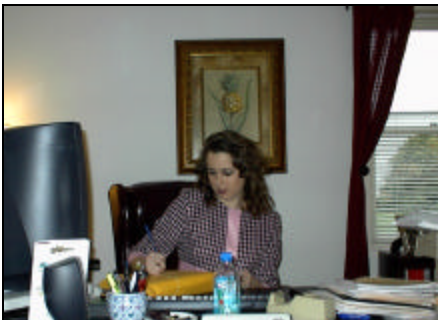
#### Personnel Branch Manager

Stephanie Appel

#### Payroll Branch Manager

Beth Beck

This Division is comprised of two branches: the Personnel Management Branch and the Payroll Branch. Personnel Services has a total of eighteen full-time staff and one intern. This staff serves a personnel complement of approximately 4,000 employees in the administration of personnel and payroll programs.



*Stephanie Appel, Manager  
Personnel Branch*

The mission of the Division of Personnel Services is three-fold: Serve as a catalyst to effective and efficient personnel and payroll services within the Department of Corrections, protect the integrity of the Merit System through the proper enforcement and applica-

tion of the Kentucky Revised Statutes and Kentucky Administrative Regulations. Lastly, to review global personnel and management strategies and initiatives in and endeavor to establish positive change for the betterment of the Department of Corrections.

### Major Accomplishments

In FY 2004, the Division of Personnel Services underwent major organizational changes. Personnel operations in three Oldham County institutions (Kentucky State Reformatory, Luther Lockett Correctional Complex, and Roe-rer Correctional Complex) were combined with the Kentucky Institution for Women in Pewee Valley to create a Regional Personnel Office located on the grounds of the Kentucky State Reformatory. This regional office is organizationally attached to the Personnel Management Branch in the Division of Personnel Services. This reorganization eliminated seven positions and the DOC realized cost savings of at least \$272,499.00 annually.

During fiscal year 2004, the Division of Personnel Services was instrumental in the development and adoption of three policies. (1) Drug Testing Policy (2) Background Check Policy (3) An Exit Interview Policy. The following is a description of the division's involvement:

### Drug Testing Policy

The Department of Corrections is now able to drug test applicants for employment in all hazardous



*Lee Sheeting, Director, Division of Personnel Services*

duty positions on a Post Offer/Pre-Employment basis. The Division of Personnel Services played a significant role in securing the services of a company to begin performing drug testing initiatives.

### Background Check Policy

Upon review of the Department's procedures on background checks, the Division of Personnel Services identified some inconsistencies in the implementation of this policy. Consequently, the division reviewed current procedures and policy and redeveloped the policy to conform with the industry standards and establish consistency in its application.



*Teresa Harris, Personnel Branch*

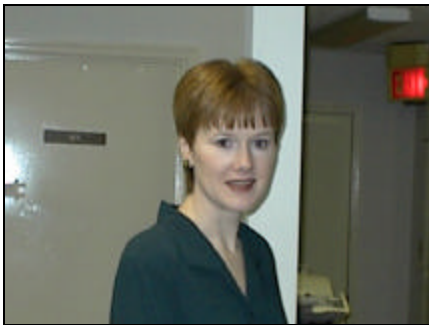
## Division of Personnel Services

### Exit Interview Policy

The Department did not have a process in place in which information could be gathered and analyzed relative to employee turnover. The Division of Personnel Services developed an Exit Interview Policy in order to be able to forecast turnover ratios, as well as, determine reasons for employees leaving the Department.

### Internal Restructuring

The Division of Personnel Services was a major catalyst in the development and implementation of a reorganization plan for the Department of Corrections. This plan restructured the entire department resulting in a more streamlined organization with well-defined lines of authority. This reorganization plan was adopted on June 16, 2004 and has resulted in approximately ten (10) positions being eliminated.



*Beth Beck, Manager  
Payroll Branch*

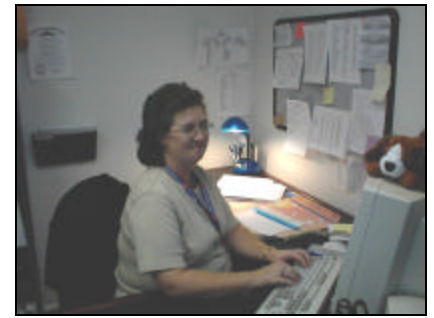
Along with the reorganization of the Department, major emphasis has been placed on recruitment and filling vacancies. The Division of Personnel Services has been extremely successful in the

Department's recruitment efforts. Four major job fairs have been conducted which resulted in the filling of all security vacancies in Oldham and Shelby Counties, a first in recent history of the Department. As a result of these job fairs, the Department of Corrections will realize a more diverse workforce by virtue of an increase in minority and female hiring.



*Janice Owens, Administrative Assistant*

In FY 2004, the Division of Personnel Services has evaluated and streamlined other processes and programs in order to create more efficiency and cost savings to the department. Included among these are revamping the check distribution procedures, e-copying of personnel documents to the Regional Personnel Office for faster and more efficient paperwork distribution. Personnel Services has made changes in the designation of the Exempt/Non-Exempt status of employees in concert with the changes in the Federal Fair Labor Standards Act, a review of the application of Reasonable Accommodation Laws within the work environment which resulted in a stronger emphasis on employees being



*Rhonda Sears, Payroll Branch*

able to perform the essential functions of their jobs. In addition, the Division of Personnel Services has monitored the receipt of Block 50 payments. When an employee reaches 240 compensatory leave hours, a mandated reduction of this balance of time occurs in order to avoid these expensive payouts.

The Division has developed ongoing training programs to assist managers and supervisors in the successful management of their organizational units in the form of Employee Relations Workshop for Supervisors, Kentucky Employee Performance Evaluation System, Sexual Harassment, etc. In this effort, positive results continue to reflect in the Department's success in the dispositions of Personnel Board Appeals.



*Leslie Tindall, Payroll Branch*

## Office of Victim Services

### Director of Communications

**Lisa Lamb**

Administrative Specialist

David Burt

Vine Program Administrator

Stephen C. Evans

Victim Advocate

Kirstie Willard

Resource Management Analyst

Donna West

parole hearing date, and for registering to be notified when there is a change in that offender's custody status.

### Enhancements

The first Department of Corrections VINE Program Office was placed in the Administrative Services Division with a staff consisting of a Program Administrator, an Administrative Assistant, and a System Support Technician. In October 1999, a second System Support Technician was added.

In 2004, victim services were expanded. Victim Information and Notification Everyday became a function within the new Office of Victim Services (OVS).

When the VINE system was in the early stages of development and implementation, the Kentucky Department of Corrections and Appriss, Inc., the provider of VINE technology, enjoyed a partnership-type relationship. In 2004, this partnering relationship has been renewed and as a result, Kentucky now has a community-wide escape notification system. AlertXpress is in place at no cost to the Commonwealth.

### Mission

The Department of Corrections Office of Victim Services is dedicated to advancing the rights of victims through advocacy, information and resources with a commitment to providing assistance that exemplifies the respect and dignity victims deserve.

It is our mission to identify the opportunities and resources victims and victim service practitioners need in order to recover and facili-



*Lisa Lamb, Director of Communications*

tate the availability of those resources and opportunities in communities across the Commonwealth.

Victims of crime often continue to need services long after their offender has been convicted and sentenced. OVS offers post conviction support to crime victims and to those who assist them. This office serves as a point of contact within the criminal justice system that is sensitive to the needs of crime victims.

### Information and Notification of Offender Location and Status

VINE is an automated offender information program that provides status information 24 hours a day, 7 days a week. The system is available to anyone who wishes to inquire on the status of an offender, and allows registration for notification when the custody status changes. VINE is free and can be accessed either by dialing a toll-free phone number or by the Internet website [www.vinelink.com](http://www.vinelink.com). The following information is provided through the VINE System:

- Current location of offender
- Offender transfers.
- Release date.
- Escape and recapture
- Parole eligibility date.

In December 1994, Jefferson County established the nation's first automated victim notification system in response to the brutal murder in Louisville of Mary Byron one year earlier. Her former boyfriend had kidnapped and raped her and had been incarcerated in the Jefferson County Jail. Fearing that he might pose a danger to her, Mary and her parents had asked to be notified if he were released. The jail officials failed to notify them. He murdered her on her twenty-first birthday.

In 1996, Kentucky Department of Corrections implemented the statewide Victim Information and Notification (VINE) System, making Kentucky the first state in the nation to provide this service on a statewide basis. The system receives booking and release data from all the county jails and DOC institutions. A toll free number, 800-511-1670, is available to victims for obtaining information about an offender's custody status, sentence expiration date, scheduled



## Office of Victim Services

- Furlough and work release and return.

### Community Outreach Program

One of the key elements of the Office of Victim Services is public awareness. OVS promotes public awareness in the following ways:

- Informational brochures in English and Spanish, posters and promotional items.
- Educational video tapes.
- Training and orientation classes.
- Attending conferences, vigils, and other victim service community events.
- Visiting local jail officials and

victim service organizations.

### Community Escape Notification System

Residents living in the vicinity of a prison need to feel safe in their own environment. To this end, AlertXpress was developed to allow residents to register for notification by phone in the event of an escape from a prison and again upon the recapture of that escapee.

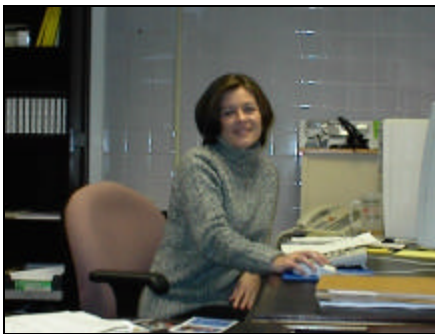
### Information and Referral

With over 9,000 victim service organizations nationwide, there are endless sources of information and support available. The Department of Corrections Office of Victim Services makes referrals to the following:

- Local, state, and national victim programs and services including victim compensation.
- All local and state criminal justice agencies.
- National toll-free information

and referral telephone numbers that specifically provide assistance and support to victims of crime and criminal justice resources.

- U.S. Department of Justice sponsored resource centers that are accessible by telephone, in writing, or by electronic mail such as the Office for Victims of Crime Resource Center and the National Criminal Justice Reference Service.
- Victim Services Web Sites and Victim chat rooms/discussion forums which are available on the Internet. These sites provide information and peer support for victims and providers of victim services.
- Local, state and national training opportunities in which victim service providers that contact corrections agencies might be interested.
- State and local programs that seek victims as volunteers.



*Kirstie Willard, OVS Victim Advocate*

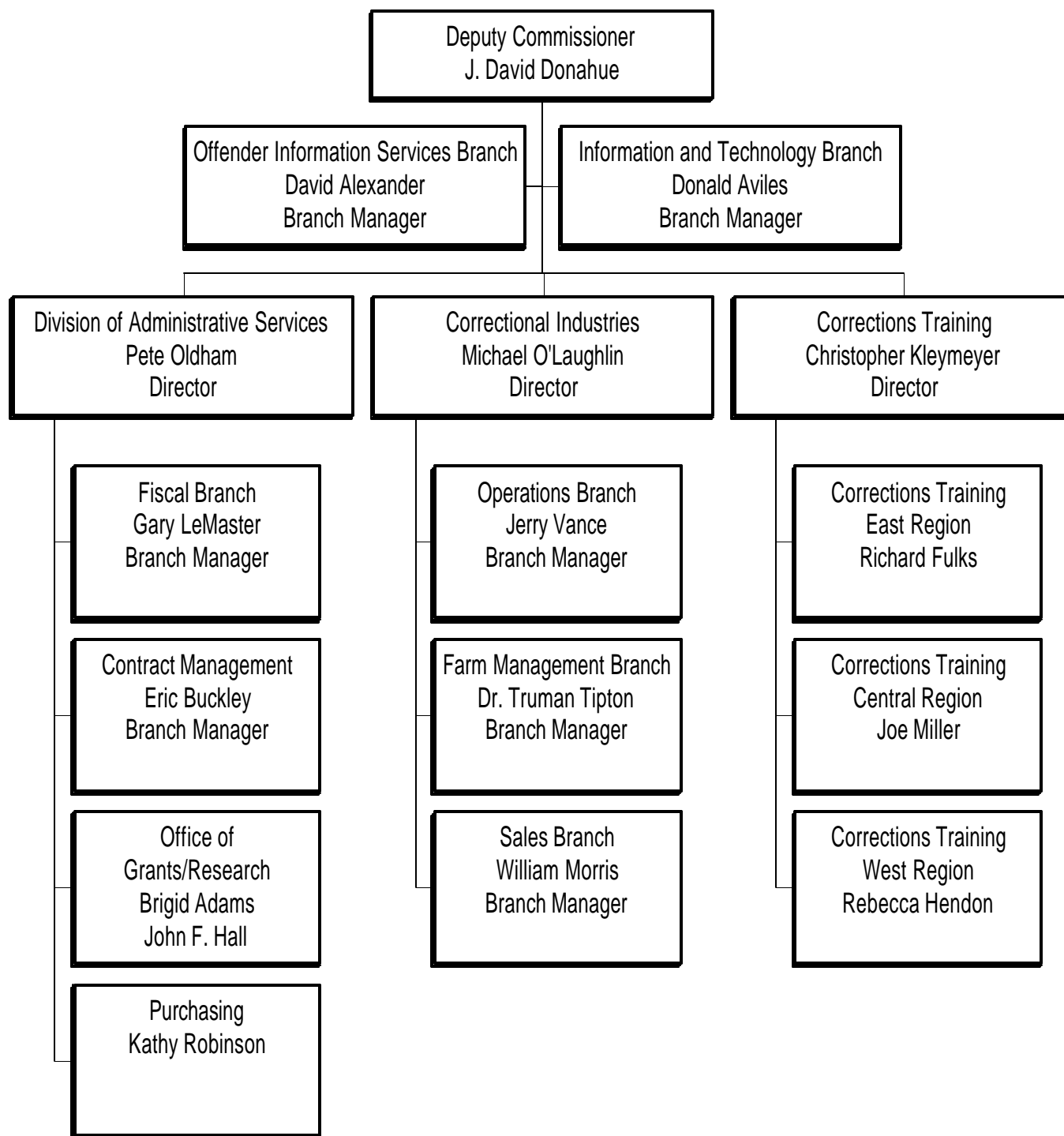
## VINE Call Center Activity Summary for Fiscal Year 2004

Fiscal Year	Calls Processed by Call Center			Notifications			New Victim Registrations	
Month	In	Out	Total	Phone	Email	Total	New	Total
Jul, 03	26,275	3,795	30,070	355	8	363	427	16,964
Aug, 03	26,136	5,810	31,946	453	4	457	403	17,367
Sep, 03	24,915	4,244	29,159	346	11	357	417	17,784
Oct, 03	27,428	5,855	33,283	480	9	489	438	18,222
Nov, 03	23,593	3,816	27,409	296	9	305	394	18,616
Dec, 03	24,892	4,164	29,056	368	7	375	397	19,013
Jan, 04	26,503	4,406	30,909	403	16	419	411	19,424
Feb, 04	26,425	4,533	30,958	345	20	365	410	19,834
Mar, 04	28,708	5,903	34,611	468	33	501	472	20,306
Apr, 04	26,698	5,902	32,600	535	19	554	364	20,670
May, 04	26,754	4,513	31,267	356	21	377	362	21,032
Jun, 04	27,655	5,604	33,259	395	29	424	371	21,403
Totals	315,982	58,545	374,527	4,800	186	4986	4,866	

# Office of Support Services

## Organization Chart

### Office of Support Services





# Office of Support Services

## Deputy Commissioner J. David Donahue

Executive Secretary  
Teresa Taylor

Information and Technology  
Branch Manager  
Donald Aviles

Offender Information Services  
Branch Manager  
David Alexander

Administrative Services Division  
Director  
Pete Oldham

Budget Office  
Bobbie Hughes

Fiscal Management Branch  
Manager  
Gary Lemaster

Purchasing Office  
Kathy Robinson

Contract Management Branch  
Manager  
Eric Buckley

Private Prisons  
Program Administrator  
Georgia Dunn

Office of Grants/Research  
Brigid Adams  
John F. Hall

Division of Corrections Training  
Director  
Chris Klemeyer

East Region Manager  
Richard Fulks

West Region Manager  
Rebecca Hendon,

Central Region Manager  
Joe Miller

Kentucky Correctional Industries  
Director  
Michael O'Laughlin

## Information and Technology Branch

The Division of Information and Technology (IT) provides support to 12 state operated facilities, 14 regional Probation & Parole offices, 60 local probation and parole offices, DOC branch office and one regional training center, serving 2200-2400 end-users. This office receives an average of 600 service calls per month. The calls are managed by an On-line tracking system called The Helpbox. Besides this service, IT manages multiple projects that involve teamwork efforts among the different divisions of DOC.



*Donald Aviles, Branch Manager  
Information and Technology Branch*

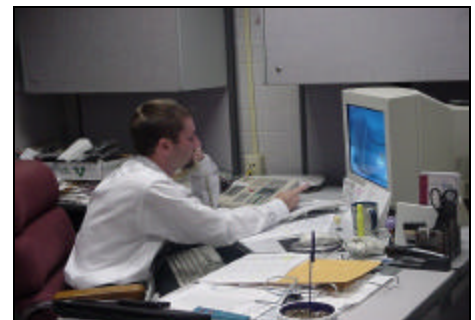
The vision of IT is to be a leader for DOC in providing information technology and support. This vision can be summarized in 3 goals: (1) Be service oriented and customer driven in order to develop a strong customer service environment (2) Support instructional technology to all the areas of the organization and (3) Provide leadership that will take DOC to the forefront of information and technology.

The mission statement of IT is to supply DOC with knowledgeable, professional and effective business service, be proactive to departmental information and technology



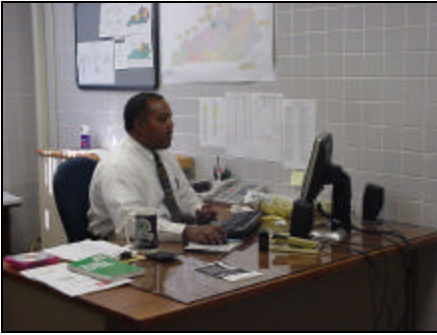
*J. David Donahue, Deputy Commissioner, Office of Support Services*

needs and create a win/win situation for both relationships. The Information and Technology Branch has played a key role in the focused direction of The Executive Staff. As a growing team, IT is constantly assessing service performance in order to become more effective. The challenges currently faced are: Providing solutions that will enhance customer service, identifying and recommending best practices to operate more efficiently, creating programs such as the Customer Care Program that will increase credibility, trust and communication with customers and vendors. There is a need to identify better methodologies to track the DOC daily operations,



*Mike Lee, Network Analyst, Network Support Section*

## Office of Support Services



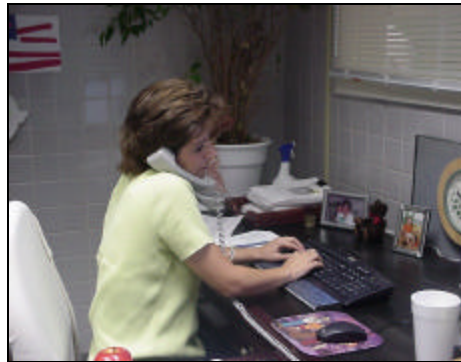
*David Draggs, Information Systems Consultant,*

such as the new Kentucky Offenders Management System (KOMS), and also to identify the gaps in the existing technology used at DOC and respond to customer's daily needs efficiently. The Hardware/Software Inventory Tracking System (TrackIT) was created to quickly identify where all computer systems reside. The IT Branch has identified and enhanced methods of public access to DOC, and has improved the technology used within DOC. There is a need to add value to the IT department via self-education and technology improvement. In addition, IT needs to identify and recognize those who provide quality service through the Rewards Program. Most of these challenges are currently being addressed in an aggressive fashion. However, new challenges are facing IT on a day-

to-day basis. The information and Technology Branch will maximize its potential in order to meet these challenges and become more responsive to those served. IT will concentrate our efforts in building solid communications with customers and use a total teamwork concept.



*David Alexander, Manager  
Offender Information Services Branch*



*Tammy Morgan, Systems Analyst, Programming Support Section*

### Offender Information Services Branch

The Offender Information Services Branch maintains files on every inmate currently incarcerated and every inmate currently on parole. This includes inmates housed in state prisons, private prisons, local jails, and community service centers. There are approximately 35,000 files currently maintained by the 27 staff members assigned to this area.

The Branch is divided into four sections and there is a Branch Manager, two administrators and four supervisors. The first section handles what is referred to as "good time," which equates to time an inmate can earn that is then deducted from his or her prison sentence. Or, in the case of disciplinary action, time can be added to the sentence or previous

allotments of good time can be withdrawn. Staff in this section process between 2,500 and 3,000 actions a month: awards of meritorious good time, educational good time, good time loss, good time restoration, and work for time credit. The work for time credit is a relatively new initiative, created by the legislature, that allows inmates to earn time off their sentence for certain jobs while incarcerated.

The second section within the Branch is the "jail management" section. This section serves as the records office for all state inmates housed in the county jails and community service centers. This office maintains the files of 4,700 inmates.



*Mary Johnson, Betty Hughes and Wanda Gaines, OIS File Room*

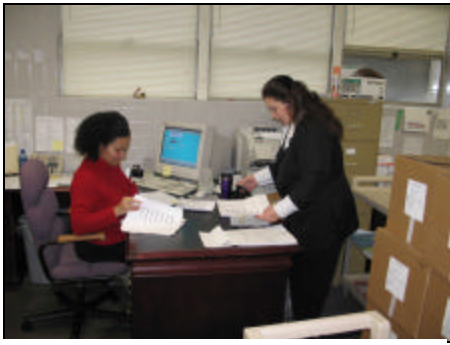
The third section is the "file room." In this area, over 35,000



*Susan Hammond, Supervisor  
Network Support Section*



## Office of Support Services



*Christy Hogan and Carla Owens,  
OIS File Management Area*

calculation” section. These staff members are responsible for verifying the sentence calculations for offenders newly committed to the custody of the Department of Corrections. They calculate the sentence of between 600 and 1,000 new cases a month and also recalculate the sentence of those offenders who return as a parole violator.



*Matt Oerther, OIS Initial Calculation  
Section*

inmate folders are stored and staff assigned here file between 7,000 and 12,000 documents a month. They are also responsible for delivering approximately 4,000 inmate folders to various central office staff. Staff in this section also prepare about 1,000 folders a month for the Parole Board to review.

The fourth section is the “initial



*Daisy Somers, OIS Good-Time  
Management Section*

It is also the responsibility of various staff members within this Branch to respond to hundreds of inmate letters and dozens of requests for certified copies each month. Another key function is the paperwork associated with approximately 600 “discharges,” or release of inmates each month either by parole, probation, court order or completion of their sentence.

## Division of Administrative Services

### The Division of Administrative Services

This Division looks completely different at the close of FY04 than it did one year ago. The division has been streamlined through reorganization. The “new” Division of Administrative Services contains the following functions: accounting, auditing, budgeting, purchasing, research, federal grants administration, inventory control and private incarceration contracts (both private prisons and halfway houses). The newly reorganized division brings a centralized and streamlined approach for fiscal matters to all areas of DOC. This

approach provides the Commissioner the ability to control all departmental fiscal functions in one centralized division, instead of each entity having its own fiscal affairs section. It is a concept that has evolved over the past several years. Additionally, the division will place a new focused emphasis upon research as well as applying for applicable federal grants that show promise of being “a good fit” for the Department. Lastly, certain economies of scale will be obtained by consolidating halfway house and private prison oversight. Previously, these two functions were performed separately in two different areas of the Department.



*Pete Oldham, Director, Division of  
Administrative Services*

### Highlights

Undoubtedly, the main highlight for FY04 was the reorganization efforts within the “new” division.

## Division of Administrative Services

The end result will be the centralization of the divisions of DOC a “one stop shopping” approach for matters relating to accounting, auditing, budgeting, inventory control, and purchasing. Gary LeMaster was named as Branch Manager of the Fiscal Management Branch of the Division of Administrative Services.



*Gary LeMaster, Manager,  
Fiscal Management Branch*

The accounting section was trimmed by two positions. This was accomplished by shifting the workload to fiscal staff who had been previously assigned to Adult Institutions, Division of Operations. DOC fiscal staff in the various institutions were afforded more authority in terms of approving certain transactions, thereby lessening the Central Office workload. Finally, the superfluous cost allocation of certain central office expenditures has been ceased, freeing up staff time.

The purchasing section has been revamped. Kathy Robinson, Internal Policy Analyst III, was assigned the duty of supervising all DOC purchasing activities. Previously, Ms. Robinson had been responsible for this duty within Adult Institutions. A purchasing

officer from the “old” Division of Administrative Services was moved from the 127 Building to the Health Services Building (HSB) to assist Ms. Robinson. The Purchasing Supervisor’s position, as it existed prior to the reorganization, was eliminated. A secretarial position at the 127 building, was also eliminated. Remaining fiscal section staff at the 127 building have been physically reassigned to HSB, thereby integrating Administrative Services fiscal management activities into one area.

One major accomplishment of Administrative Services purchasing staff was the formulation of a Request for Proposal (RFP) to privatize our institutional food service operations, potentially resulting in a significant savings. The purchasing staff worked closely with Susan Williams of Adult Institutions in crafting this RFP. The Contract has been awarded, with the successful bidder(s) assuming operation in early January 2005.



*Bobbie Hughes, Budget Officer*

One of the thrusts of the newly revised fiscal section will be to perform field audits at various DOC locations. Inasmuch as local enti-

ties have been given more authority in terms of accounting document approval, DOC must have a way to hold them accountable. Field audits will enable this.. The audits will test compliance with accounting and purchasing require-



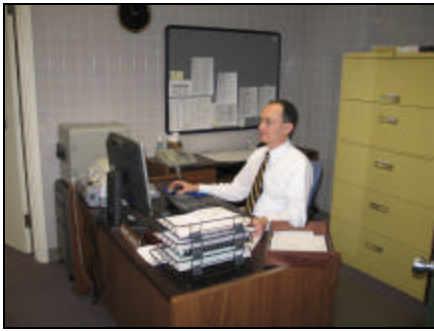
*Pat Sudduth, Administrative Specialist*

ments, as well as whether needed documentation is being properly maintained. At the beginning of the fourth quarter of FY04, Administrative Services staff orchestrated an audit of Pro-Card utilization within all DOC divisions. This was the first audit of many that are planned to be performed by Administrative Services fiscal personnel. This will reflect the new philosophy of decentralizing much of the accounting process, utilizing Central Office fiscal staff in an audit role, rather than a primary accounting role. This new philosophy will reduce Central Office costs and create efficiencies by removing some of the bureaucratic steps from the accounting process.

Another highlight of FY04 in the melding of the “new” Division of Administrative Services was the creation of the new Contract Management Branch (CMB). The consolidation of the Private Prisons Branch from Adult Institutions,



## Division of Administrative Services



*George Hoover, Fiscal Management Branch*

and the Community Detention Branch from Community Services created this new branch. This results in all contracted corrections operations – private prisons and community service centers – being managed by one branch. Eric Buckley, formerly the Community Detention Branch Manager, now serves as the Branch Manager for the Contract Management Branch.



*Eric Buckley, Manager, Contract Management Branch*

This Branch is responsible for overseeing community service centers that house both state inmates and parolees. The CMB is also responsible for monitoring private prisons having contracts

with the Department of Corrections. The current private prisons are Lee Adjustment Center and Marion Adjustment Center.

Inmates who are classified as community custody and are near their parole eligibility dates are placed in these centers. This integration program allows inmates to become reacquainted with their families and the community and gives them a head start in seeking employment. In addition, many inmates are enrolled in vocational schools and /or college programs.

From a budgetary standpoint, FY04 was an extremely successful year for the Department of Corrections. With the revamping of the Division of Administrative Services and the subsequent centralization of departmental budget overview, quarterly budget hearings were begun for each budget unit of the Department. These hearings enabled the Commissioner to receive accurate budget forecast data, thereby allowing prudent expenditures of resources. In the appropriation unit of Corrections Management, FY04 ended with a General Fund Surplus of nearly \$73,500, despite forecasts of major deficits from the previous administration. The Adult Institutions appropriation unit concluded the year with a General Fund surplus of approximately \$212,000. This amount was down from earlier forecasts of a surplus of \$2.1 million; however, numerous capital construction projects were created at the

end of the year, utilizing Trust and Agency Fund balances. These projects accounted for nearly \$1.8 million in transfers of cash from T&A Funds, thereby reducing the budget surplus. Despite these moves, Adult Institutions managed a carry forward of approximately \$500,000 in Trust and Agency Funds.



*Georgia Dunn, Program Administrator, Contract Management Branch*

In the Community Services appropriation unit, the Department faced a major deficit, driven by considerably higher total convicted felon population numbers, and subsequently higher jail per diem payments. This deficit was funded by a Necessary Government Expense (NGE) allotment through the Government Office of Policy and Management (GOMP). However, part of this deficit was offset by a cumulative surplus of approximately \$120,000 in other areas of Community Services. This surplus was generated despite forecasts of significant deficits by the previous administration, particularly in the area of Probation and Parole.



## Fiscal Year Budget

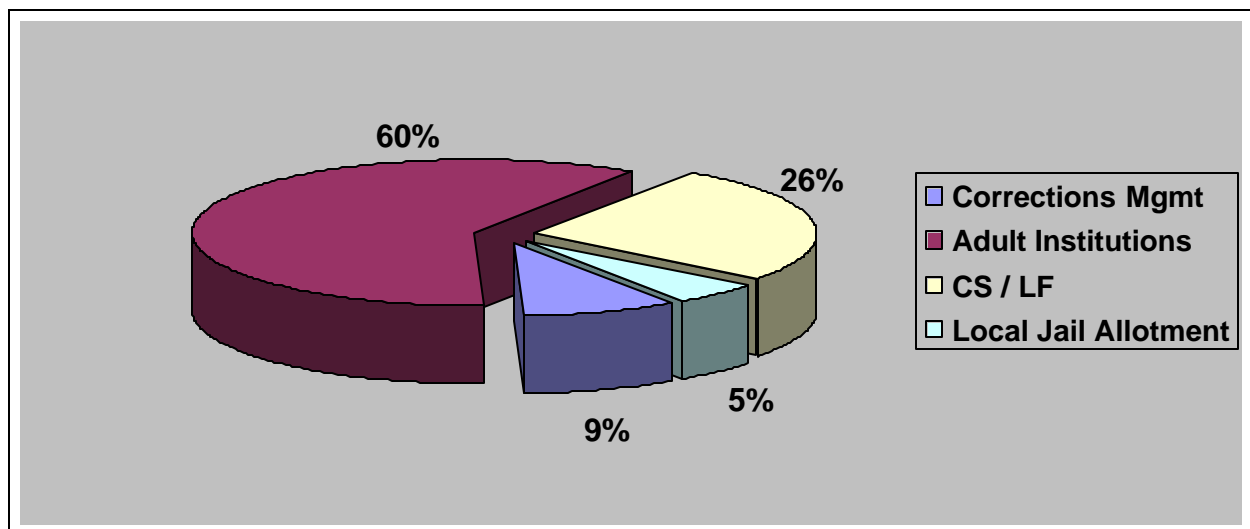
	<b>Corrections Management</b>	<b>Adult Institutions</b>	<b>Community Services Local Facilities</b>	<b>Local Jail Allotment</b>	<b>Totals</b>
Personal Services	\$20,260,606.00	\$120,806,517.00	\$30,298,244.00	\$33,123.00	\$171,398,490.00
Operating	\$7,491,897.00	\$ 26,401,143.00	\$3,419,175.00	\$425,100.00	\$37,737,315.00
Care & Support	\$861,259.00	\$ 47,489,174.00	\$50,433,076.00	\$14,498,500.00	\$113,282,009.00
Capital Outlay	\$94,043.00	\$195,398.00	\$ -	\$ -	\$289,441.00
<b>Totals</b>	<b>\$28,707,805.00</b>	<b>\$194,892,232.00</b>	<b>\$84,150,495.00</b>	<b>\$14,956,723.00</b>	<b>\$322,707,255.00</b>

For FY04 Corrections Management included the Commissioner's Office, Mental Health, Corrections Training, Administrative Services, Offender Information, Information Technology, VINE, Office of Personnel, General Counsel, and Correctional Industries

For FY04 Adult Institutions included the 12 State Institutions, Private Prisons, Education, Inmate Medical, Institutional Farms, Adult Institutions and Central Office

For FY04 Community Services / Local Facilities included Probation and Parole, Local Jail Payments, Jail Inspections, Halfway House Program, Community Services - Central Office

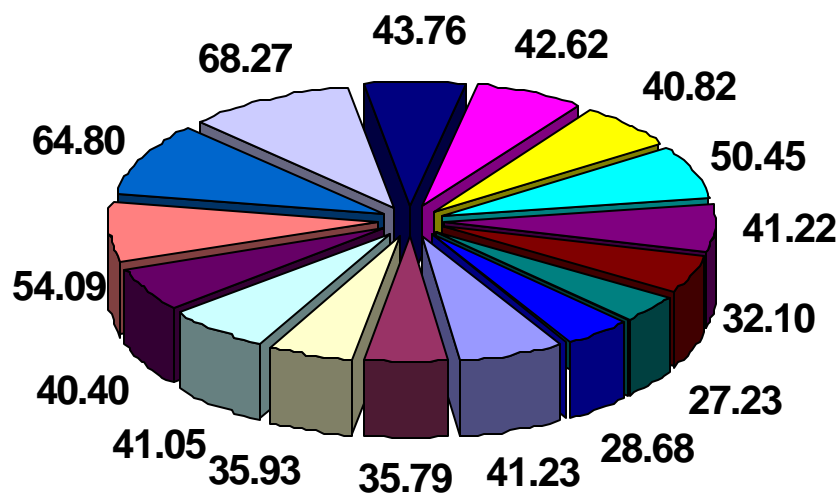
Local Jail Allotments, passed through DOC for distribution to local jails, based on statutory formulae



## Fiscal Year 2004 Cost to Incarcerate

Institution	Total FY04	ADP	Daily Cost	FY03	Difference
BCC	8,466,393	561	41.23	39.60	1.63
BCFC	3,143,742	240	35.79	36.43	(0.64)
EKCC	21,973,643	1,671	35.93	35.81	0.12
FCDC	3,035,212	202	41.05	39.93	1.12
GRCC	14,002,452	947	40.40	38.78	1.62
KCIW	14,213,329	718	54.09	57.94	(3.85)
KSP	18,998,594	801	64.80	63.28	1.52
KSR	46,122,467	1,846	68.27	64.59	3.68
LLCC	17,343,550	1,083	43.76	51.27	(7.51)
NTC	17,251,693	1,106	42.62	40.30	2.32
RCC	14,851,941	994	40.82	42.25	(1.43)
WKCC	11,688,518	633	50.45	44.57	5.88
LAC	8,161,757	541	41.22	44.08	(2.86)
MAC	6,555,369	558	32.10	34.35	(2.25)
	<b>\$205,808,660</b>	<b>11,901</b>	<b>\$47.38</b> (Adult Institution Average Daily Cost)		
Jails	50,377,833	5,054	27.23		
Halfway Houses	5,690,092	542	28.68		
	<b>\$56,067,925</b>	<b>5,596</b>	<b>\$27.45</b> (Local Facility Average Daily Cost)		

### Average Daily Cost To Incarcerate FY04



## Kentucky Correctional Industries



### Director

**Michael O'Laughlin**

Staff Assistant

Gail M. Perry

Chief Financial Officer

Eric Waldner

Sales Branch

William Morris

Farm Management Branch

Dr. Truman Tipton

Kentucky Correctional Industries (KCI) is a self-supporting division of the Kentucky Department of Corrections under the Justice and Public Safety Cabinet. KCI employs inmates in the production of goods and services in Kentucky's correctional institutions. KCI receives no appropriated tax monies and generates all operating funds and expansion capital out of profits. KCI incurs all the normal operating expenses, such as utilities, salaries and equipment replacement that any private sector company would incur.

Kentucky Correctional Industries encompasses four farm operations and twenty-six production factories. KCI is located in twelve penal institutions.

### Mission

KCI's mission is to reduce the taxpayer's burden for maintaining the prison system by:

- Utilizing inmate labor to manufacture products and perform services that are a benefit to the Commonwealth.
- Employing large numbers of idle inmates in meaningful work programs, at a nominal wage.
- Providing inmates with a realistic work experience, and teaching marketable skills to improve the inmate's ability to secure gainful employment upon their release.

### Products and Services

High quality products being manufactured for resale in our institutions' plants are varied and many. Products include office furniture, both modular and traditional; file cabinets, both metal and wood, office seating, dorm furniture for colleges and universities, institutional furniture, seating, and clothing. Other major products include signage, both interior and exterior, including the state of the art *Systems 2/90* interior ADA signage and the Portion Pac Controlled Cleaning System.

### Data Entry

High quality services being produced in DOC institutions include a new Secure Data Solutions system giving extreme protection to documents with sensitive information.

Correctional Industries currently has contracts with Vital Statistics that runs through 2004. A Master Agreement has recently been



*Michael O'Laughlin, Director,  
Kentucky Correctional Industries*

signed with the Kentucky State Police and Unemployment Insurance. The estimated value of the contracts is \$800,000 per year. The Kentucky General Assembly approved the Secure Data Solutions (SDS) system for use by state agencies. This system provides government agencies with the most cost effective approach for meeting their data entry needs while maintaining absolute security of confidential information. SDS allows the data entry of personal information from snippets with complete security. A snippet is a section of the document image that has been set up to be keyed. A mode is one complete pass through of an entire stack of document images where the same "snippet" will be keyed from each document image. Legislators and Government leaders are convinced that confidential information is safe and secure. The utilization of this state of the art technology makes Correctional Indus-



*GRCC Plant Floor*

## Kentucky Correctional Industries



*Eric Waldner, KCI Chief Financial Officer*

tries data entry service more secure than the private sector. There are three layers of security which protect the data, i.e., hard copy or paper document isolation; Microsoft NT client/server security; and application environment security. Inmates are never able to view documents

The “snippet” program’s accuracy rate is 99%+ effective with all work being keyed twice to ensure accuracy. Experienced data entry operators are enrolled in a sophisticated training program. Supervisors perform quality control to confirm accuracy on a regular basis.

The top priority is excellent service to the customer. Satisfaction is guaranteed. There is quick turnaround by employing approximately 180 data entry operators. Correctional Industries staff provides the pickup and return of the documents for scanning. Correctional Industries staff at the request of the customer will arrange free demonstrations.

### Printing

Elite Printing, including four-color processing is offered by KCI. The volume of work has increased substantially at the Luther Luckett print/embroidery shops. Staff is in the process of making an assess-

ment of the number of inmates that will be needed to increase the size of the print shop to add a second shift. With the work that has been obtained from the Commerce Cabinet for the new Kentucky Branded Logo, the print shop is currently running a 2<sup>nd</sup> shift to meet demands of the promotional printed materials that are going out to the public.

At this time production is running at 150% with staff and inmates rotating to cover both shifts. The shop is currently waiting to see if there is going to be a greater influx of work from Finance Printing in order to add a permanent 2<sup>nd</sup> shift with 30 additional inmates hired to work the shift. The effective date of this upgrade will be determined if the work received from the Finance Print Shop continues to dictate the need for it.

To assist with the current growth we are experiencing, KCI Printing has purchased three small to mid-sized formatted printing presses. All three presses are two-color and equipped with UV driers that will assist in a quicker turn around time for our customers.

The print shop has seen an increase in production at a growth of 40% in the first four months of this fiscal year. If this growth continues the shop is projecting sales of over \$2,035,000.00. This growth does not include the added work from Finance Printing.

The embroidery shop has been given the opportunity to produce all the new Kentucky Branded logo wear. We are currently running at 150% in this shop with staff and inmates rotating to cover the 14.5 hour day. The embroi-

dery shop will hire 6 more inmates to help with the work that the new logo has generated. KCI is receiving orders daily from the Tourism Cabinet for customers around the state at a rate of 10 per day. This is in addition to our current workload from numerous state agency customers.

### Embroidery

The embroidery shop has outgrown its current location within the print shop, requiring the doubling of the space to accommodate new employees, stocking capabilities, work areas and new multi-head embroidery equipment. This operation will expand and have two shifts if it is determined that two shifts are needed for printing. This will allow for an additional 10 inmates if a 2<sup>nd</sup> shift is created. An additional production coordinator may be added to the first shift operation for handling all customer inquiries, orders and logo wear.

Based on the increased production in the embroidery shop the operation has seen a 35% growth in the first four months of this fiscal year compared to last year revenues. If this continues, embroidery may have sales over \$75,000.00.



*KCI Moving Crew*



## Division of Corrections Industries

The main objective to KCI operations is to create a cost saving option to state agencies. KCI strives for customer service with attention to detail. With an in-house shipping department, KCI can arrange for pickup and delivery. The art department is current with the latest layout and design capabilities, and welcomes the opportunity to estimate any printing or embroidery orders.

### Other Services

Also provided is a high-tech GIS Mapping System which can electronically format and greatly condense reams of paper files and render files to be extremely efficient and accessible.

More services include mailing, moving/relocation, and silk screening, custom woodworking and furniture refurbishing services.

### Agriculture Operations

KCI's agriculture operation is comprised of four farms located at Lexington, Eddyville, Burgin and LaGrange. Revenue last year from the sale of Registered Angus Cattle, commercial cattle, soybeans, corn, tilapia, and shrimp amounted to nearly \$750,000. Produce grown in the farm gardens is used to supplement inmate meals with the surplus grown being donated to charitable organizations via the Kentucky Harvest Program. The farm operation provides other non-revenue producing services for the institutions. These include the composting of the kitchen refuse, ground maintenance, and snow removal. Approximately 100 inmates are employed by the farm operation.

### Customer Base

The vast majority of Kentucky Correctional Industries customer base consists of government agencies, primarily state government agencies, followed by city and county government agencies. This fiscal year, The Administrative Office of the Courts (AOC), with a federally funded statewide renewal project, has encompassed a large portion of office furniture sales.

Other customers include hospitals, private colleges, clubs and organizations in addition to businesses and private citizens.

### Marketing Strategies

This fiscal year KCI has added "on-location cash and carry" sales in high traffic areas, such as our Custom Wood Novelty and Toy Sale at the Cabinet for Health and Family Services building. Planned for the current fiscal year is a similar event at the other mega-office building in Frankfort, the Transportation Cabinet complex. These events, besides garnering additional sales are great exposure and heighten awareness in the community of KCI.

Kentucky Correctional Industries' web site, <http://kci.ky.gov> is an integral part of the KCI marketing identity. Most established and potential customers rely on the web site which can be easily updated and changed, as well as distributed with little additional cost. In the near future, on-line ordering will be available through the web site.

KCI is in the process of updating and improving the catalog that remains a viable reference tool for customers and the KCI sales force.

Annual Trade Shows offer an excellent opportunity to target specific markets and develop new customers as well as refresh relationships with established clients. In addition, the KCI Showroom is open to all agencies and the public. Customers can see firsthand the products and services available. The Showroom is open Monday through Friday, 8 a.m. to 4:30 p.m.

### Marketing Staff

Bill Morris serves as the Marketing Branch Manager and the sales force consists of the following Sales and Customer Service Representatives: Jim Cockerill covers Central Kentucky counties, Roy Day covers Western Kentucky, John Lawson covers Frankfort and Northern Kentucky, and Ed Willis has Eastern Kentucky counties. John Ransdell is the Internal Sales Representative covering the Showroom and is back-up support for the area representative's statewide. Mr. Ransdell is also the account representative for Administrative Office of the Courts. Mike Neselrode rounds out the Marketing Staff and performs all order entry and is the Web Master for the KCI web site.

A new addition to the Marketing Staff this fiscal year are two contract, commission only, territorial Sales Representatives: Randy Coates covers Louisville and Jefferson County, and Jim Shire covers Northern Kentucky. They provide additional representation in these heavily populated areas.















## Kentucky Correctional Industries (Continued)

### Sample Pages from the KCI Online Catalog

Clicking on any catalog item will open a window with additional product information

<a href="#"><u>Georgetown</u></a>	<a href="#"><u>Pennyrile</u></a>	<a href="#"><u>Barkley</u></a>
		
<a href="#"><u>Executive Cherry</u></a>	<a href="#"><u>Executive Oak</u></a>	
		

<a href="#"><u>Wood/Metal Furniture &amp; Tables</u></a>	<a href="#"><u>Seating</u></a>	<a href="#"><u>File Cabinets</u></a>	<a href="#"><u>Modular Furniture &amp; Panel Systems</u></a>
			
<a href="#"><u>Hand Crafted Custom Wood</u></a>	<a href="#"><u>Cleaning Supplies</u></a>	<a href="#"><u>Lockers &amp; Shelving</u></a>	<a href="#"><u>Embroidery &amp; Silkscreen</u></a>
			
<a href="#"><u>Mattresses</u></a>	<a href="#"><u>Signage</u></a>	<a href="#"><u>Institutional Clothing</u></a>	<a href="#"><u>Furniture Refurbishing &amp; Upholstery</u></a>
			

## Division of Corrections Industries

The success of KCI is not only measured in dollars, but also in the reduction of the recidivism rate for those inmates trained in our programs. An independent study done by Eastern Kentucky University, College of Criminal Justice, found only 13.5% inmates who had worked in KCI returned to prison, compared to 33% returning from the general population.



On November 29, 2000, KCI purchased and opened a new showroom, warehouse, and administrative offices located at 1041 Leestown Road, Frankfort, Kentucky. Inmate labor was utilized to renovate an existing building, resulting in an additional savings of hundreds of thousands of dollars to the Commonwealth. The new showroom is now open daily to the public, Monday through Friday, from 8:00 am until 4:30 pm.

# Division Of Corrections Training

## Director

**Chris Kleymeyer**

Administrative Specialist

Melissa Perkinson

Regional Branch Managers

Central Region

Joe Miller

Eastern Region

Richard Fulks

Western Region

Rebecca Hendon

The Division of Corrections Training designs, develops, and delivers pre-service and in-service training programs that meet the needs and the mandates of the Kentucky Department of Corrections. These services are provided at the agency's Corrections Training and Conference Center in Louisville and at



*Basic Academy Final Exam*

Satellite Centers located at various prisons throughout the state. The division operated on a budget of \$1,421,900 and provided training for 5,537 participants at an average daily cost of \$54.55 per participant. Corrections Training also houses

and feeds all eligible employees who attend Basic Academy at a cost of \$15.75 per day.

Basic Academy, a 4-week pre-service program designed to satisfy all legal and policy requirements for new staff, was conducted 9 times for 543 participants. Probation and Parole Initial Training, a



*Eastern Region's New Firing Range*

3-week pre-service program designed for new officers, was conducted 4 times for 62 participants. Jail Training programs that included Newly Elected Jailer Training, Basic Jail Procedures, Advanced Jail Training, and Emergency Response Team Training, were offered 38 times for 1546 participants at regional locations throughout the state. A variety of



*Intervention Development Training*



*Chris Kleymeyer, Director  
Division of Corrections Training*

In-service programs, designed to meet the diverse needs of staff and offered to meet the requirement that staff obtain 40 hours of training annually, was conducted for 3,386 participants. These enrollment figures are based on calendar year 2004 records.



*Self Defense Skills at Basic Academy*

A number of significant accomplishments were achieved during Fiscal Year 2004. The Leadership Education and Development Program (LEAD) graduated its third class and continued its success in developing future leaders for the Department. Nearly 50 % of all graduates have been promoted to positions of leadership within the agency. LEAD was nominated by the Department for the 2004 Na-



## Division Of Corrections Training



*First Aid Skill-Out in Basic Academy*

tional Innovations Award from the Council of State Governments. On another issue, training staff and records were subpoenaed to both Boyd Circuit Court and U.S. District Court as part of criminal and civil cases regarding allegations of excessive use of force by jail staff following the death of an inmate. The courts found Training to be neither negligent nor deficient in its delivery of training, thus validating the quality and effectiveness of the agency's instructors and the curriculum delivered.



*Lecture at Basic Academy*

Significant changes, improving efficiency have occurred during Fiscal Year 2004. Plans have been developed and efforts are

underway to regionalize the Division's operation. These efforts will result in the closing of the current facility in Louisville and will eliminate the need to house and feed trainees. Although exact cost savings can not be determined at this time, a test run of a regional Basic Academy was conducting in Western Kentucky.



*CPR Skills Training in Basic Academy*

Other savings and efficiencies that have occurred over the past year included a reduction in copy machine costs by 22 % as a result of leasing machines rather than owning and servicing them. A decrease in travel costs by 16 % resulted from more efficient scheduling of staff and an increased usage of state vehicles rather than personal cars. A reduction in the number of staff meetings and the accompanying expenses for travel by regional staff, and discontinuing the use of KCIW inmates who provide copy room and janitorial services for the facility also contributed to the savings in travel costs.

An additional saving measure being developed in conjunction with

regionalized training centers is the implementation of computer-based training. In coordination with a division of Screened Images and the Corrections Connection utilizing a program called CrimCast, the Division of Training will be utilizing state of the art technology to offer their students the most up-to-date and innovative training through the computer based concept. Each employee will be issued a user id for the system and will complete various phases of training in one of three locations; a home computer, a work-issued desktop, or at computer labs being established at the institutions across the state. The computer-based training modules are being developed by top professionals in this field and will be scrutinized by select staff within the Department of Corrections prior to any student completing the course. This will save the Commonwealth in many of the same ways as the regionalization project, but this will also bring the Training Division forward in the quality of programs offered as well as attract a new generation of Department of Cor-



# Division Of Corrections Training Regional Branches



**Joe Miller, Branch Manager  
Central Region**

## Central Branch

In August 2004, Joe Miller, formerly the Probation & Parole Supervisor in District 4, and a 15-year veteran of state service assumed the duties of Branch Manager of the Central Region Training Center.

Mr. Miller graduated from the University of Louisville with a Bachelor's Degree in Sociology. He began his career with the Commonwealth in 1988 as a Juvenile Services Worker. He was promoted to Probation & Parole Officer in 1989.

In 1998, he received the Commissioner's award as the Outstanding Employee from the Louisville Probation & Parole Office. In 1999, he was promoted to Assistant Supervisor in the Louisville Southeast Probation & Parole Office and in 2000, he completed the Certified Public Managers program through the Governmental Services Center. He was promoted to District Supervisor in the Southeast office in 2002.



**Richard Fulks, Branch Manager  
Eastern Region**

## Eastern Branch

In August 2004, Richard Fulks, formerly the Training Instructor and Coordinator at the Eastern Kentucky Correctional Complex (EKCC), and a 15-year veteran of Corrections became the Branch manager of the newly established Eastern Region Training Center.

Mr. Fulks was hired as a Correctional Officer at the Eastern Kentucky Correctional Complex in 1989. He was then promoted to Correctional Sergeant in April 1991.

Eight months later, he was promoted to the rank of Lieutenant. Eastern Kentucky Correctional Complex again promoted him to Corrections Unit Administrator I in March 1999. In 2001 Mr. Fulks was promoted to Corrections Training Instructor and Coordinator I.

He has been a member of EKCC's Corrections Emergency Response Team(CERT) since the unit was formed and has served as co-commander and commander of the team.



**Rebecca Hendon, Branch Manager  
Western Region**

## Western Branch

In August 2004, Rebecca Hendon, an 18-year veteran of state service, was appointed as the Branch Manager of the Western Region Training Center.

Ms. Hendon began her career in Corrections in 1986 as a Classification and Treatment Officer at the Kentucky State Penitentiary (KSP). She was promoted at KSP to Classification and Treatment Officer Senior in 1991 and in 1998 she accepted a position as an Instructor and Coordinator with the Division of Corrections Training for the Western Kentucky Region.

She is a graduate of Murray State University where she received her bachelor's degree in criminal justice. In 2000, she graduated from the Kentucky Certified Public Managers' Program and in July of 2004, completed the requirements to become a Certified Correctional Supervisor (CCS) through the American Correctional Association.



## Division of Corrections Training

### Regional Training Offices—Central Region

The Central Regional Training Center is located on the grounds of the Roederer Correctional Complex in Oldham County.

The armory for the Central Region Training Center is located at the Roederer Correctional Complex in Oldham County. All programs involving firearms will be instructed at the Kentucky State Reformatory-Roy Tomlinson Range.

The Central Region Training Center at Roederer Correctional Complex is under construction and is set to be complete by the end of this calendar year.

The Central Region Training Center service area includes:

#### Adult Correctional Facilities:

Blackburn Correctional Complex	Kentucky State Reformatory
Frankfort Career Development Center	Luther Luckett Correctional Complex
KY Correctional Institution for Women	Roederer Correctional Complex

#### Probation and Parole Districts:

District 4 (Louisville)	District 7 (Covington)	District 12 (Frankfort)
District 5 (Elizabethtown)	District 9 (Lexington)	District 14 (Versailles)
District 6 (Danville)		

#### 36 County Jails:

Allen	Fulton	McCracken
Ballard	Graves	McLean
Barren	Grayson	Meade
Breckinridge	Hancock	Monroe
Butler	Hart	Muhlenberg
Caldwell	Henderson	Ohio
Calloway	Hickman	Simpson
Carlisle	Hopkins	Todd
Christian	Livingston	Trigg
Crittenden	Logan	Union
Daviess	Lyon	Warren
Edmonson	Marshall	Webster

## Division of Corrections Training

### Regional Training Offices—Eastern Region

The Eastern Regional Training Center is located on the compound of the Little Sandy Correctional Complex in Sandy Hook, KY. The Little Sandy Correctional Complex is still under construction at this time, but the Training Center is complete and will be operational by January 2005.

The Eastern Regional Training Center will be conducting Basic Academy and Annual Training for the following areas/counties:

#### Adult Institutions

Bell County Forestry Camp	Little Sandy Correctional Complex (Pending)
Eastern Kentucky Correctional Complex	Northpoint Training Center

#### Probation and Parole

District 8 (Montgomery )  
 District 10 (Laurel)  
 District 11 (Pike)

#### 28 County Jails

Three Forks Regional Jail	Harlan	Magoffin
Bell Co.	Johnson	Martin
Big Sandy	Knott	Menifee
Boyd	Knox	Morgan
Breathitt	Lawrence	Owsley
Carter	Lee	Perry
Clay	Leslie	Pike
Elliott	Letcher	Rowan
Floyd	Lewis	Wolfe
Greenup		

The Eastern Regional Training Center will be conducting the following types of training at the center:

1. Correctional Officer Basic Academy
2. Probation & Parole Basic Academy
3. Correctional Officer In-Service
4. Probation & Parole In-Service
5. Deputy Jailer
6. Office Professionals
7. Firearms Instructor Training
8. Management Training
9. Standard First Aid/Train the Trainer

The Eastern Regional Training Center is a new facility with a state of the art firing range. The range has the capability to use moving targets. The range also has an environmentally safe lead collection system.

## Division of Corrections Training

### Regional Training Offices—Western Region

The Western Regional Training Center is located on the grounds of the Western Kentucky Correctional Complex in Lyon County.

The armory for the Western Region Training Center is located at the Kentucky State Penitentiary in Lyon County. All programs involving firearms will be taught at the Kentucky State Penitentiary Range Training Building.

The Training Center is under renovations to expand and update the current facility. Currently, the Center has one classroom which seats approximately 50. When the renovations are complete, the Center will have two classrooms – seating 35 each, a video conferencing classroom – seating 18, a computer lab with six terminals for computer based training, a trainee break room, and a Wellness Center, which will be open 24 hours a day – complete with a men’s and women’s locker and shower area. The new facility will also have office and work space for the Western Region Training staff.

The service area includes:

#### Adult Correctional Facilities:

1. Kentucky State Penitentiary
2. Western Kentucky Correctional Complex
3. Green River Correctional Complex

#### Probation and Parole Districts:

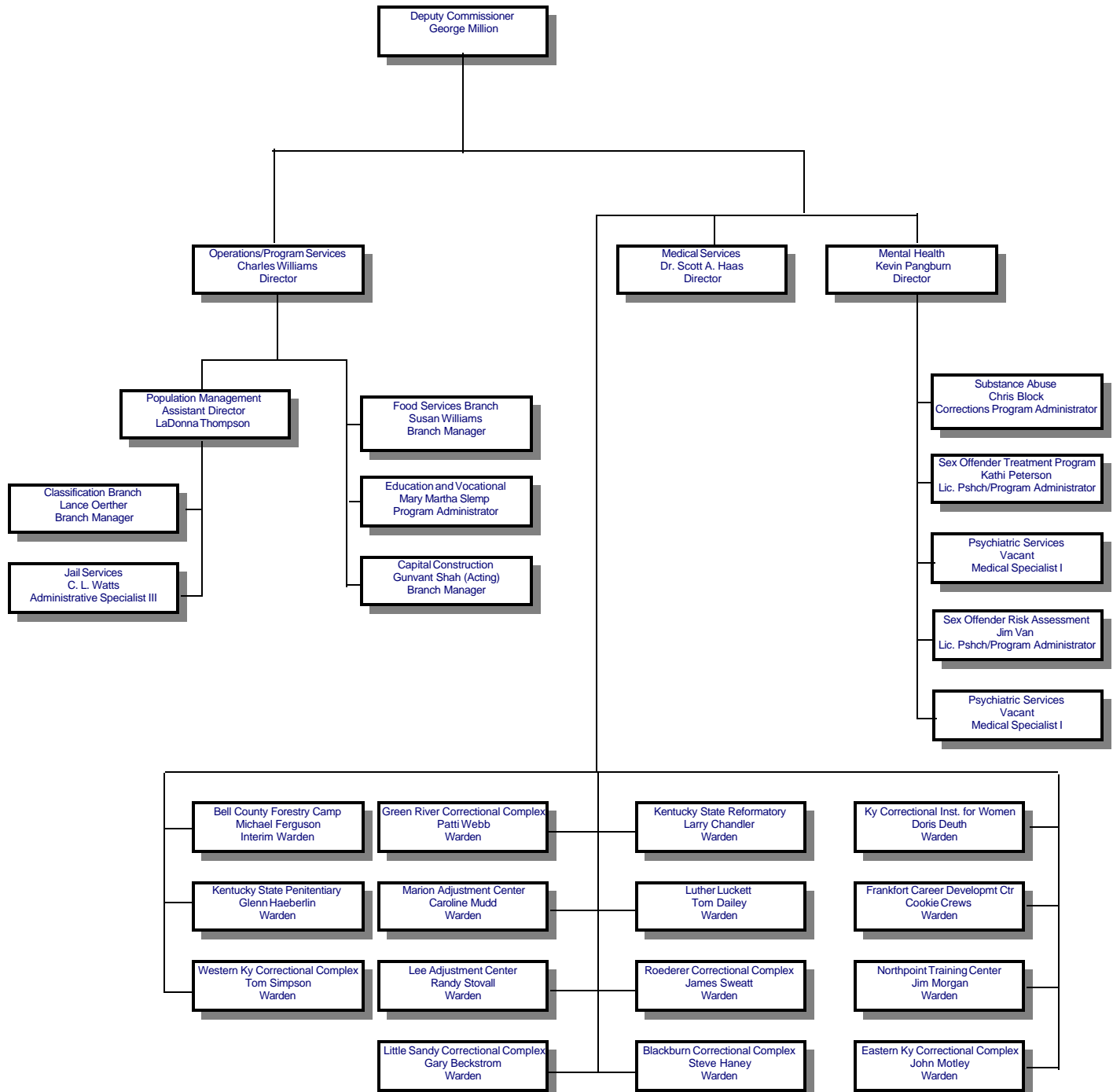
1. District 1 – Paducah
2. District 2 -Hopkinsville
3. District 3 – Bowling Green
4. District 13 – Owensboro

#### 36 County Jails:

Allen	Fulton	McCracken
Ballard	Graves	McLean
Barren	Grayson	Meade
Breckinridge	Hancock	Monroe
Butler	Hart	Muhlenberg
Caldwell	Henderson	Ohio
Calloway	Hickman	Simpson
Carlisle	Hopkins	Todd
Christian	Livingston	Trigg
Crittenden	Logan	Union
Daviess	Lyon	Warren
Edmonson	Marshall	Webster

# Office of Adult Institutions

## Organization Chart





# Office of Adult Institutions

## Deputy Commissioner George Million

Administrative Assistant  
Allison Clifton

Director of Operations and  
Program Services  
Charles Williams

Assistant Director  
LaDonna Thompson

Director of Medical Services  
Dr. Scott A. Haas

Director of Mental Health  
Kevin Pangburn

Capital Construction Branch  
Branch Manager

The Office of Adult Institutions is responsible for providing operational and programming support to the state's 12 adult correctional facilities. Additionally, the division is responsible for inmate education, emergency preparedness, security threat groups, as well as chaplain and volunteer services.

The Office of Adult Institutions has nearly 2,897 employees. The majority are employed within the state's twelve correctional institutions.



*Pictured left to right, Don Bottom, Paula Holden, LaDonna Thompson, Janet Conover, Clark Taylor*

By utilizing in-house labor (staff and inmates) The Capital Construction Branch has reported a savings of approximately \$3,775,000 in labor and \$63,000 in design fees.

Among the most notable projects was the dismantling of the coal boiler at (BCC) that would have cost \$40,000 from an outside contractor, but instead, the job was completed by the Capital Construction Branch utilizing inmate labor.

A new recreation building was also constructed at Bell County Forestry Camp (BCFC) that realized \$57,582.28 in savings.

Kentucky State Reformatory (KSR) is presently using inmate labor to build a new Medical Services Building, renovate the old Post #5 for the Personnel Services project to begin preparation for the black topping project. KSR inmate labor is also being used to renovate the old motor pool for the regional training site and install a double fence at Correctional Industries. This will allow the closing of two gun towers.

The KSR projects are not included in the above cost savings amounts because no price quotes were obtained from outside contractors.

Along with serving as an integral part of the Division of Personnel Services Regional Office consolidation project, KSR has reviewed the medical department for efficiency of operations and effective scheduling which has resulted in a 25% contract employee cost reduction.



**George Million, Deputy Commissioner,  
Office of Adult Institutions**

Continuation of a composting operation for liquid food waste for Western Kentucky Correctional Complex (WKCC), Kentucky State Penitentiary (KSP), and three state park systems has saved taxpayers \$14,497 during the first six months of this year.

In education, several administration positions have been consolidated to hold down costs. The number of principals has been reduced from eight to five. Seven teaching positions have been held vacant for savings of \$212,000 in FY 04. Also, class sizes have been enlarged.

The classification branch now requires the reviewing of inmates once a year instead of twice a year to allow staff attention in other important areas. Another change has involved the approval process for Class on a monthly basis instead of submitting transfers annually. All inmate movements within the jail system have been transferred from the Office of Local Facilities to the Classification

## Office of Adult Institutions

Branch. This has streamlined the process and eliminated the unnecessary process of local facilities receiving the request for the move and then reporting it to classification.

### Division of Operations/Program Services

The areas of responsibility within the Division of Operations and Program Services are:

Population Management, Classification, the Food Services Branch, the Educational and Vocational Programs Branch, and the Capital Construction Management Branch.



*Charles Williams, Director  
Operations & Program Services  
Classification Branch*

It is the responsibility of the Classification Branch to oversee the classification and placement of inmates in Adult Correctional Facilities and local jail facilities. This responsibility includes staying current with practices of other correctional agencies to ensure the Department is working within the best framework to make decisions regarding custody level. Inmate custody levels for Kentucky felons are determined through an

objective based risk instrument that was developed through the assistance of the National Institute of Corrections (NIC).

The Classification Branch staff develops and monitors the implementation of classification policies and procedures to ensure compliance with changing statutes and system improvements. This branch is also responsible for reviewing the classification of inmates in local facilities, such as jails and community centers. Training in the classification process is provided to field staff on an annual basis.

### Food Services

The goal of the Kentucky Department of Corrections Food Service Department is to provide each inmate a wholesome and nutritious diet within a set budget allowance. Meals are prepared and served under strict sanitary conditions according to regulations set by the Kentucky Department for Health Services and the Kentucky Department of Corrections. Food Service is also regulated under the American Corrections Association (ACA) standards including food service and sanitation standards.

Each institution operated by the Department of Corrections follows a "Master Menu" planned in accordance with Recommended Daily Allowances as recognized by the National Academy of Sciences. Annual resident inmate surveys and assistance from institutional food service personnel

are included when planning the Master Menu. The menu consists of a twenty-eight (28) day cycle, rotating on a ninety-one (91) day basis. Completed menus are analyzed for nutritional content.

Menus are written to include the recommended US Dietary guidelines for Americans. These include the 30% fat recommendation, high in carbohydrates, adequate but not excessive protein intake, and moderation in cholesterol, calories, and sodium. Foods are prepared for the with limited or no salt, limited seasonings, reduced frying with vegetable oils, and no fat or meat based seasonings. It is the goal of the Department to improve diet through healthy cooking on the main line. The long-term benefit being reduced medical costs for the inmate population.

Although portion sizes are listed on the menus, self-serve food choices are encouraged whenever possible. This allows an individual to make choices as well as saving the Department money.

Food products used by the Department are purchased under the state purchasing regulations and schedules, as well as utilization of seasonal farm produce grown on the Corrections' farms. Purchased food products are limited to best buy combination of quality and price. Food Service also feeds one meal per shift to staff while on duty. DOC feels while this benefits staff morale, it also provides additional security in the dining rooms during the meal period.

# Office of Adult Institutions

Effective January 5, 2005, the food service operations will convert from self-operation by the Department to a joint venture operated by Aramark Correctional Services and supervised by the Department. The Department anticipates this change as an improvement and enhancement to general food service operations. Aramark brings with it years of experience, tremendous buying power, and great success in the correctional market. Aramark will continue to operate the food service operations in the same venue as the department. Quality control and maintaining a nutritious, satisfying menu will be a top priority for both Aramark and the Department. Because of Aramark's substantial buying power, the department will benefit with reduced food service costs.

## Educational and Vocational Programs Branch

The Department of Corrections, in conjunction with the Kentucky Community & Technical College System (KCTCS), provides inmates with an extensive education program. Included are a literacy program, adult basic education and GED preparatory classes and testing, in all 12 correctional institutions. In FY03 a total of 378 GEDs and 293 vocational diplomas were issued during the school year. In addition, there were 546 inmates enrolled in the college program. The Department also offers a variety of vocational training opportunities in 39 different technical training programs. In FY03, approximately 52% of the inmate population was involved in some type of educational or vocational

training program.

Comparable academic and vocational programs are also offered at the two facilities with which the department contracts to house inmates.

## Capital Construction Management Branch

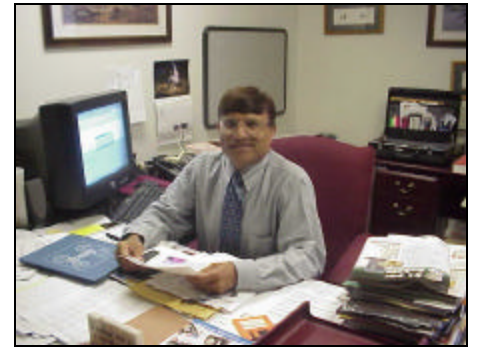
The Capital Construction Management Branch (CCMB) manages the design, construction, and maintenance activity for the Department of Corrections. CCMB oversees the funds allotted for capital construction and equipment purchases appropriated by the General Assembly for the Department of Corrections' institutions.



*Bert Wang, Architect, CCMB*

In addition to construction activities, CCMB is responsible for designing small construction projects, providing assistance on ASHA and environmental matters, and providing guidance on water and sewage plants, as well as troubleshooting engineering and maintenance projects.

CCMB began fiscal year 2004 with 108 open projects funded with \$189,024,287.00 dollars and ended the year with 79 projects with allotments totaling



*Gunvant Shah, Acting Manager, Capital Construction Management Branch*

\$154,817,915.00. During the course of fiscal year 2004, twenty-nine capital projects were completed. By utilizing in-house labor (staff and inmates), CCMB estimates that approximately \$3,775,000.00 was saved in labor and \$63,000.00 in design fees.

CCMB staff works closely with Finance and the Department of Engineering, Wardens, Fiscal Officers and others to make sure that Corrections is in compliance with regulations set forth by the State on capital projects. Each institution has unique needs and updates for modernization makes each project different from one institution to another.

## Medical Services Division

The office of the Division of Medical Services provides administrative oversight and direction for all aspects of inmate health care, including pharmacy operations, medical, psychiatric, dental and nursing services, post-hospitalization and end of life care. In addition to ensuring that all inmates receive health screenings, physical exams, primary care, specialty care referrals and emergency



## Medical Services and Mental Health Divisions



*Dr. Scott A. Haas, Director,  
Medical Division*

services, the Division also provides for chronic care clinics designed to monitor and treat inmates on a regularly scheduled basis with the following chronic conditions: Asthma, Diabetes, Epilepsy, Hepatitis C, High Cholesterol, High Blood Pressure and HIV infection. All care is provided in accordance with state and federal law, state administrative regulations, American Correctional Association standards and the standard of care for the practice of correctional medicine.

Hospitalization services are provided by a number of Kentucky hospitals through an established network of providers. The Kentucky Department of Corrections Health Services Network (KHSN) is a system that provides negotiated rates with most hospitals and a number of specialty providers across the state. This network is the result of a collaborative effort between the Department of Corrections and the University of Kentucky. Additional advantages of the network include quality assurance, utilization review, verification of billing and pre-authorization

of scheduled procedures. The implementation of the KHSN has resulted in savings of over 40% for hospitalization services.

Pharmacy Services are provided via a contract with Secure Pharmacy Plus, which provides all pharmaceutical products for all facilities in the Department, including many jails and halfway houses across the state. Through regularly scheduled pharmacy & therapeutic committee meetings, prescribing patterns are reviewed and recommendations formulated to continually reduce medication related expenditures. Additionally, a model drug formulary helps control pharmacy costs by listing preferred medications, while also providing a mechanism for utilizing non-formulary medications when indicated.

This office also coordinates all medical transfers for 97 county jails and all state prisons, provides for an inmate medical grievance procedure and clinical consultation to other divisions of the Department of Corrections, including the Division of Corrections Training. The Division of Medical Services may be reached at 502-564-2220.

### Mental Health Services

The Division of Mental Health provides administrative oversight and clinical direction for all mental health programs offered to inmates in the Department of Corrections and some additional services to those inmate on probation and parole. Inmates receive a comprehensive mental health appraisal upon



*Kevin Pangburn, Director  
Mental Health Division*

admission to the DOC, allowing them to receive general mental health services, including individual counseling, group therapy and crisis management as needed. The Division of Mental Health also provides Sex Offender Treatment and pre-conviction Sex Offender Risk Assessment. Significant to many inmates is the opportunity to receive Substance Abuse Treatment while incarcerated. Because studies show that 70-80% of inmates experience problems with alcohol and other drugs, the Department of Corrections places great emphasis on substance abuse treatment, and currently has programs available in six of our institutions, including the Kentucky Correctional Institute for Women. By spring, 2005, the number of prison substance abuse treatment beds will have grown by nearly 50% from the summer of 2004. Additional treatment beds are now available in the Hardin County and Christian County jails. This continued growth reflects the commitment of the DOC to maintaining professional programs to assist the inmate population and aid in the reduction of recidivism.



## Institutions

### **BELL COUNTY FORESTRY CAMP**

Route 2, Box 75

Pineville, KY 40977

**Warden: Michael Ferguson (Interim)**

Secretary: Nina Mayes

Phone: 606-337-7065/337-7925

Fax #: 606-337-1312

### **BLACKBURN CORRECTIONAL COMPLEX**

3111 Spurr Road

Lexington, KY 40511

**Warden: Steve Haney**

Secretary: Rose Sewell

Phone: 859-246-2366

Fax #: 859-246-2376 246-2376

### **EASTERN KY CORRECTIONAL COMPLEX**

200 Road To Justice

West Liberty, KY 41472

**Warden: John Motley**

Secretary: Jill Bailey

Phone: 606-743-2800

Fax #: 606-743-2811

### **FRANKFORT CAREER DEVELOPMENT CENTER**

Coffee Tree Road

P.O. Box 538

Frankfort, KY 40602

**Warden: Cookie Crews**

Secretary: Cheryl Shuck

Phone: 502-564-2120

Fax #: 502-564-4968

### **GREEN RIVER CORRECTIONAL COMPLEX**

1200 River Road

P.O. Box 9300

Central City, KY 42330

**Warden: Patti Webb**

Secretary: Sue Martin

Phone: 270-754-5415

Fax #: 270-754-2732

### **KY CORRECTIONAL INSTITUTION FOR WOMEN**

P.O. Box 337

Pewee Valley, KY 40056

**Warden: Doris Deuth**

Secretary: Donna Dailey

Phone: 502-241-8454

Fax #: 502-241-0372

### **KENTUCKY STATE PENITENTIARY**

P. O. Box 5128

Eddyville, KY 42038-5128

**Warden: Glenn Haeberlin**

Secretary Jeri Parish

Phone: 270-388-2211

Fax #: 270-388-5529

### **KENTUCKY STATE REFORMATORY**

3001 West Highway 146

LaGrange, KY 40032

**Warden: Larry Chandler**

Secretary: Jonda Garrett

Phone: 502-222-9441

Fax #: 502-222-8115

### **LITTLE SANDY CORR COMPLEX**

RT 1, Box 941

Sandy Hook, KY 41171-9737

**Warden: Gary Beckstrom**

## Institutions

### LUTHER LUCKETT CORRECTIONAL COMPLEX

Dawkins Road, Box 6  
LaGrange, KY 40031  
**Warden: Tom Dailey**  
Secretary: Marta Miller  
Phone: 502-222-0363/222-0365  
Fax #: 502-222-2043

### NORTHPOINT TRAINING CENTER

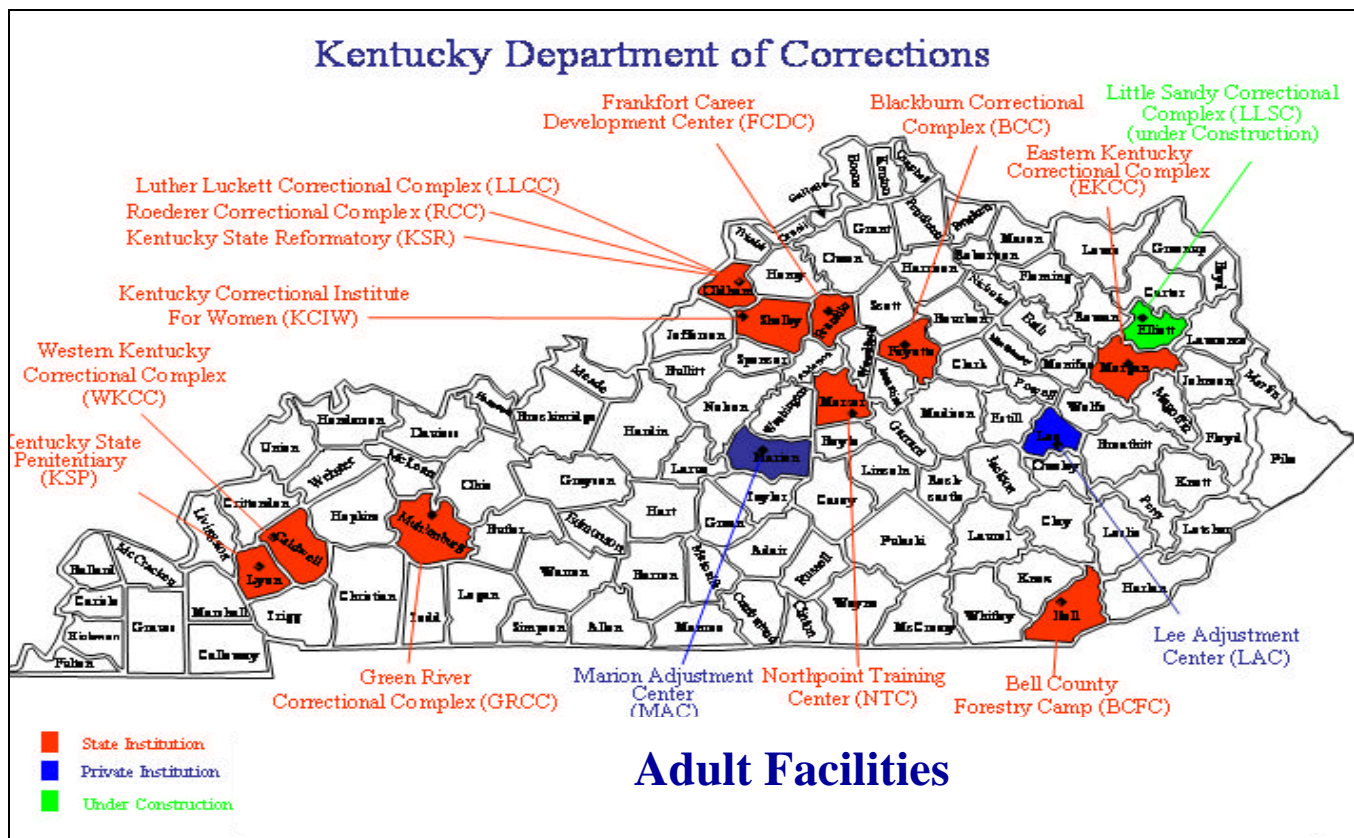
Highway 33, Box 479  
Burgin, KY 40310  
**Warden: Jim Morgan**  
Secretary: Joan Satterly  
Phone: 859-239-7012  
Fax #: 859-239-7560

### ROEDERER CORRECTIONAL COMPLEX

P.O. Box 69  
LaGrange, KY 40031  
**Warden: James Sweatt**  
Secretary: Gayla Roberts  
Phone: 502-222-0170/222-0173  
Fax #: 502-222-9746

### WESTERN KY CORRECTIONAL COMPLEX

374 New Bethel Rd.,  
Fredonia, KY 42411  
**Warden: Thomas L. Simpson**  
Secretary: Dorothy Crady  
Phone: 270-388-9781  
Fax #: 270-388-0031



## Adult Facilities

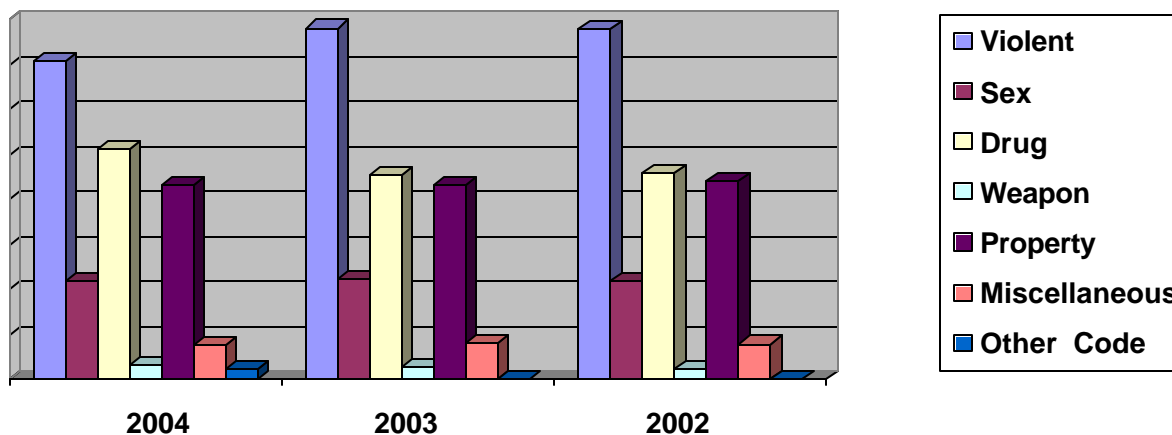
## Population Data

### All DOC Offenders Three Years Comparison By Gender

	Females			Males			Total		
	04	03	02	04	03	02	04	03	02
KSP				834	801	842	834	801	842
KSR				1,884	1,843	1,518	1,884	1,843	1,518
EKCC				1,694	1,662	1,597	1,694	1,662	1,597
GRCC				949	956	953	949	956	953
KCIW	720	702	640				720	702	640
LLCC				1,080	1,078	970	1,080	1,078	970
NTC				1,228	1,084	1,065	1,228	1,084	1,065
RCC				886*	888*	760*	866*	888*	760*
WKCC				657	618	564	657	618	564
BCFC				246	225	221	246	225	221
BCC				582	550	515	582	550	515
FCDC				204	200	191	204	200	191
LAC				319	527	479	319	527	479
MAC				821	578	549	821	578	549
Class D	359	300	241	2916	2,414	2,437	3275	2,714	2,678
H/W	167	139	125	451	391	559	618	530	684
CC/JP	63	26	37	691	226	414	754	252	451
CI	263	102	81	1059	589	564	1318	691	645
KY O/S						105			105
<b>TOTALS</b>	<b>1,572</b>	<b>1,269</b>	<b>1138</b>	<b>16,504</b>	<b>14,627</b>	<b>14,288</b>	<b>18,069</b>	<b>15,896</b>	<b>15,426</b>

\* Includes Assessment Center inmates

### Type of Offense All DOC Institutions Three Years Comparison

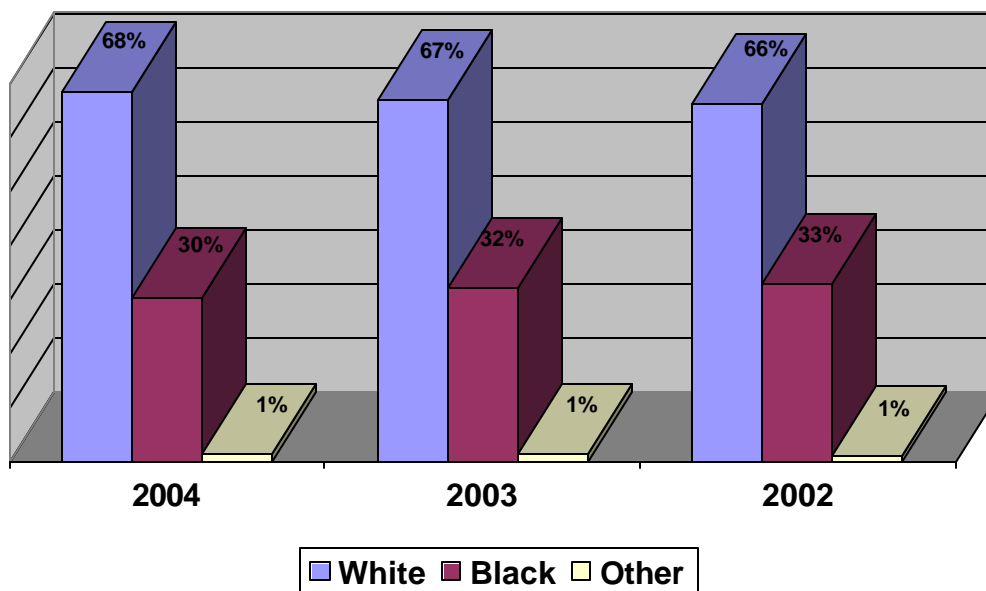


## Population Data

### Demographic Data for All Doc Offenders Three Years Comparison

	2004	2003	2002
<b>White</b>	68.2%	66.9%	66.0%
<b>Black</b>	30.3%	32.0%	32.9%
<b>Other</b>	1.4%	1.2%	1.1%
<b>Total</b>	100.0%	100.0%	100.0%
<b>Type of Offense</b>			
<b>Violent</b>	35.4%	39.1%	38.9%
<b>Sex</b>	10.9%	11.1%	11.0%
<b>Drug</b>	25.7%	22.8%	22.9%
<b>Weapon</b>	1.5%	1.4%	1.2%
<b>Property</b>	21.6%	21.6%	22.1%
<b>Miscellaneous</b>	3.8%	4.0%	3.9%
<b>Other Code</b>	1.1%	0.0%	0.0%
<b>Total</b>	100.0%	100.0%	100.0%
<b>County of Conviction</b>			
<b>Jefferson</b>	21.3%	22.3%	23.4%
<b>Fayette</b>	8.2%	9.3%	9.6%
<b>Kenton</b>	3.7%	4.4%	4.3%

### Ethnic Data for All Doc Offenders Three Years Comparison

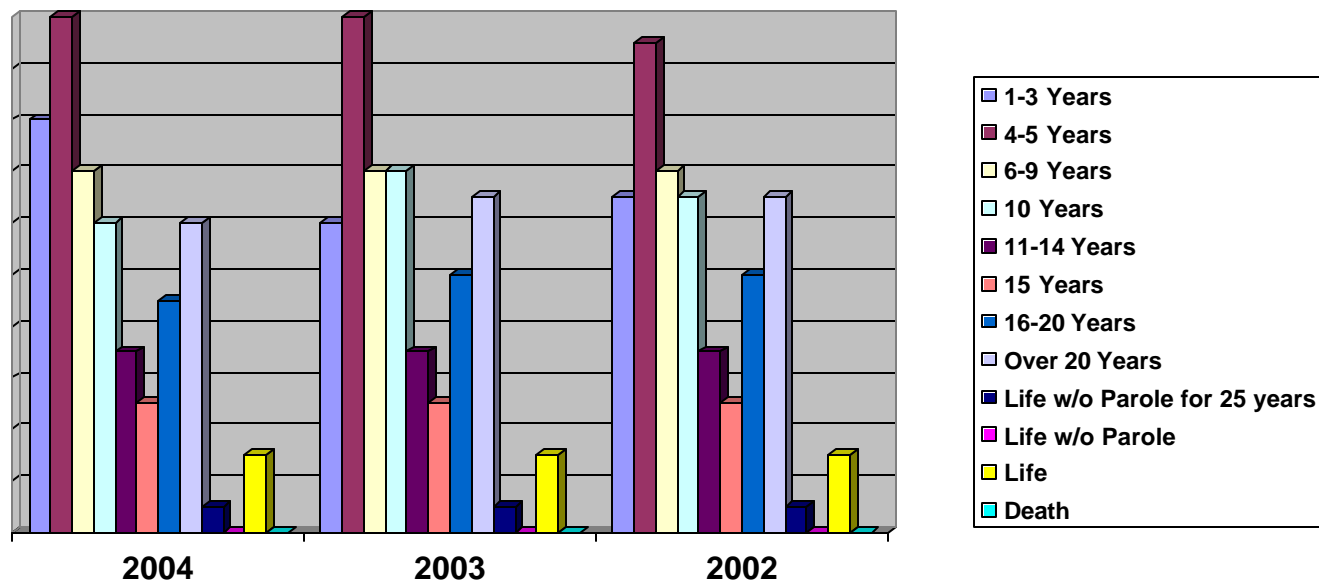




## Population Data

### Population By Years to Serve Three Years Comparison

Years To Serve	2004	2003	2002
1-3 Years	16%	12%	13%
4-5 Years	20%	20%	19%
6-9 Years	14%	14%	14%
10 Years	12%	14%	13%
11-14 Years	7%	7%	7%
15 Years	5%	5%	5%
16-20 Years	9%	10%	10%
Over 20 Years	12%	13%	13%
Life w/o Parole for 25 years	1%	1%	1%
Life w/o Parole	0%	0%	0%
Life	3%	3%	3%
Death	0%	0%	0%
<b>Total</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>

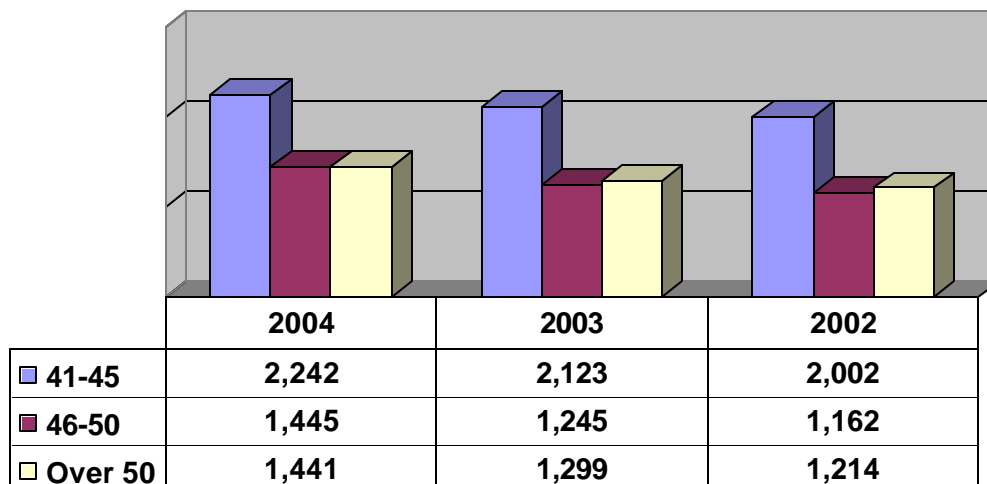


## Population Data

### Population By Age Three Years Comparison

Age	2004	2003	2002
Under 21	3%	4%	4%
21-25	19%	19%	19%
26-30	17%	17%	17%
31-35	16%	15%	15%
36-40	15%	16%	16%
41-45	13%	13%	13%
46-50	8%	8%	8%
Over 50	8%	8%	8%
	100%	100%	100%

### Population Over Age 40 Three Years Comparison



## Population Data

Admissions By County

County Name	Black		White		Other		TOTAL	County Name	Black		White		Other		TOTAL
	M	F	M	F	M	F			M	F	M	F	M	F	
Adair	10	1	45	5			61	Elliott			20				20
Allen			43	2			45	Estill			40	3			43
Anderson	4		25	3			32	Fayette	715	53	596	70	55		1,489
Ballard	4	1	41	10			56	Fleming	1		24	4			29
Barren	24		96	14			134	Floyd	1		104	20			125
Bath	3		36	1			40	Franklin	64	5	93	9	2		173
Bell	13	1	159	33			206	Fulton	67	11	36	5	2		121
Boone	34	2	218	17	12		283	Gallatin	4		25	3	3		35
Bourbon	19		27	3	1		50	Garrard	12	1	41	2			56
Boyd	16	1	135	16	1		169	Grant	6	2	103	7	2		120
Boyle	37	1	63	13			114	Graves	46	7	101	16	1		171
Bracken			35	1			36	Grayson	1	1	127	13			142
Breathitt			52	3			55	Green	2		24	4			30
Breckinridge	6	2	92	4			104	Greenup	3		64	9	1		77
Bullitt	3		113	6			122	Hancock	1		20	2			23
Butler	2		39	1	1		43	Hardin	101	6	223	29	8		367
Calloway	19	1	118	17	1		156	Harlan	8		113	18			139
Campbell	76	8	351	30	3		468	Harrison	4	1	26	7	1		39
Carlisle	4		23	3	1		31	Hart	11	1	50	9			71
Carroll	10	1	111	13			135	Henderson	86	8	243	37	4		378
Carter			35	2	1		38	Henry	2	1	24	4	1		32
Casey	1		49	5	1		56	Hickman	21	1	29	6			57
Christian	235	12	135	21	7		410	Hopkins	65	2	172	31	3	1	274
Clark	25	2	84	10	3		124	Jackson			17	1			18
Clay	1		68	10			79	Jefferson	2,175	117	1,388	107	60	2	3,849
Clinton	1		60	12	2		75	Jessamine	15	1	104	9	1		130
Crittenden	1		24	2			27	Johnson			36	1			37
Cumberland	4		23	3			30	Kenton	180	6	431	47	7	1	672
Daviess	107	17	311	32	8		475	Knott			14				14
								Knox	4		115	14			133

## Population Data

### Admissions By County

County Name	Black		White		Other		TOTAL	County Name	Black		White		Other		TOTAL
	M	F	M	F	M	F			M	F	M	F	M	F	
Laurel	4		210	23			237	Oldham	4	1	39	2	1		47
Lawrence			25	1			26	Owen	4		47	4			55
Lee			28				28	Owsley			8	1			9
Leslie			20	2			22	Pendleton	2	1	26				29
Letcher	2		44	8			54	Perry	2		59	3	1		65
Lewis			36	4			40	Pike	4		209	17			230
Lincoln	5		42	5			52	Powell			34		1		35
Livingston			37	8			45	Pulaski	11	1	188	21	4	2	227
Logan	38	1	62	9			110	Robertson			3	1			4
Lyon	8		17	1			26	Rockcastle	58			9			67
Madison	41	1	153	14	3		212	Rowan	4		83	8			95
Magoffin			13				13	Russell			42	4			46
Marion	24	3	37	2			66	Scott	12		51	1	1		65
Marshall	2		114	10	1		127	Shelby	35	3	52	5	6		101
Martin			26	3			29	Simpson	34	2	35	5			76
Mason	34		59	6	1		100	Spencer	1		19	1			21
McCracken	201	17	277	37	7		539	Taylor	23	4	70	6	1		104
McCreary			80	16			96	Todd	11	1	39	2			53
McLean			42	7			49	Trigg	10		14	1	1		26
Meade	10	1	137	9	3		160	Trimble			13	1	1		15
Menifee			11	1			12	Union	13		47	7			67
Mercer	11	1	44	7	2		65	Warren	142	5	308	39	13	1	508
Metcalfe	1		26	1			28	Washington	7		28	5	3		43
Monroe	11		35	4	1		51	Wayne	6	1	73	7			87
Montgomery	13		84	10			107	Webster	6		21	3			30
Morgan	1		25	1			27	Whitley	1		130	17			148
Muhlenberg	16		163	31			210	Wolfe			12				12
Nelson	37	2	121	14			174	Woodford	13	1	38	4	3		59
Nicholas			15				15								
Ohio	2		107	9	1		119	<b>TOTAL</b>	<b>3,607</b>	<b>224</b>	<b>4,369</b>	<b>487</b>	<b>151</b>	<b>4</b>	<b>8,842</b>



## Security Levels - CPP 18.5

### Level 1 Security

These are facilities under contract to operate a community-based program. Housing may be a halfway house, contract facility or jail.

Only an inmate with community level custody shall be housed at these facilities.

### Level 2 Security

The institutions shall have a clearly designated institutional perimeter. Housing may be in a room, dormitory or single living area. These institutions may also have holding cells.

Only reduced custody levels shall be housed at these institutions.

The Following adult facilities are designated as Level 2 Security:

Frankfort Career Development Center (FCDC)  
Bell County Forestry Complex (BCFC)

Blackburn Correctional Complex (BCC)  
Marion Adjustment Center (MAC)

### Level 3 Security

The institutions shall have a secure perimeter, which may include the use of a tower occupied twenty-four hours a day, or some form of external patrol or detection device. Housing may be in a cell, room or dormitory.

All custody levels may be housed at these institutions. Any inmate with a maximum custody level shall be housed in a high security area.

The Following adult facilities are designated as Level 3 Security:

Western Kentucky Correctional Complex (WKCC)  
Kentucky Correctional Institute for Women (KCIW)  
Eastern Kentucky Correctional Complex (EKCC)  
Green River Correctional Complex (GRCC)  
Luther Luckett Correctional Complex (LLCC)

Kentucky State Reformatory (KSR)  
Northpoint Training Center (NTC)  
Roederer Correctional Complex (RCC)  
Lee Adjustment Center (LAC)  
Little Sandy Correctional Complex (LLCC)

### Level 4 Security

The institution shall have all secure housing in cells, a secure perimeter with a tower occupied twenty-four hours a day, and may have external patrol or detection devices.

All custody levels may be housed at this institution. The Special Security Unit and Protective Custody Unit for males shall also be housed here.

Only one adult facility is designated as Level 4 Security:

Kentucky State Penitentiary (KSP)

## Bell County Forestry Camp



### Warden

**Michael Ferguson (Interim)**

### Deputy Warden

Michael Ferguson

### Administrative Assistant

Nina Mayes

### Address

Route 2, Box 75  
Pineville, KY 40977

FY 2004 Average Daily  
Population - 240

Staff - 47

Custody Level  
Minimum

The Bell County Forestry Camp (BCFC) is a minimum-security institution established in 1962 as a satellite of the Kentucky State Reformatory at LaGrange, Kentucky.. The mission of the BCFC is to promote public safety by separation through incarceration from the community and to prepare incarcerated felons to be capable of contributing to society in a positive manner upon release

BCFC is situated approximately 14 miles southwest of Pineville, Kentucky. BCFC grounds cover an area of approximately 15 acres in

rural Bell County. There are 23 buildings on the compound including a dormitory, which contains 3 casework offices and 2 temporary holding cells. In addition to the dormitory, there are other buildings which consist of an academic school, administration building, kitchen/dining hall, inmate library, inmate canteen, chapel, caustic/toxic maintenance, training center and a number of storage, utility and support buildings. A water plant supplies the institution with drinking water as well as a sewage treatment plant.

BCFC houses 250 inmates and employs a staff of 46 full time and 1 part time employees along with community volunteers in the areas of religion, substance abuse and literacy training.

### Highlights

The new recreation building has been one of the most welcome additions to the Bell County Forestry Camp. The new building has expanded the recreational opportunities available at BCFC.

The addition of a new 250 kilowatt emergency generator for the dormitory has ensured normal dormitory operations in power outages. This replaced the old system which provided only emergency lights and minimal operational outlets.

The implementation of weight machines and the removal of free weights from the yard has seen accidents with weights requiring medical attention drop to zero.

On October 4, 2003, the new Bell County Forestry Camp Medical Building was opened. The medical department moved from a 2-room crowded area to a 10-room depart-



*Warden Michael Ferguson*

ment by completely renovating the old recreation hall using an inmate construction crew.

The medical building now consists of a charge nurse office and conference room, a records room, a doctor/nurse office, two exam rooms, a medication room, a storage room, a waiting room and a staff and inmate bathroom.

The new medical building makes it possible for more efficient and private care for the inmate population. The doctor and dentist can now see inmates in the Medical Building at the same time.



*BCFC CERT Team*

### Reducing Recidivism

BCFC is responsible for the protection of society and the control of inmate behavior. Protection of the public and inmate program success can best be achieved by providing programmatic opportunities. The primary program thrust is targeted at developing the living learning

## Bell County Forestry Camp

and working skills of the inmate to assist him in securing and maintaining adequate employment upon release. These opportunities include academic education, constructive and relevant work assignments, recreational activities and inmate self help groups. BCFC has several programs in place that help reduce recidivism.

BCFC Academic School has both day and night school GED classes. College class is offered in the spring and fall through Southeast Community College.

BCFC has a Substance Abuse Program, which combines both AA and NA. *Life Without A Crutch* is a program that generates positive feedback from inmates that are preparing for release. There is also a pre-release program to assist inmates with release.

### Security Initiatives

Counts, searches, substance abuse testing and an effective CERT team are just a few of the ways staff continues to maintain a safe, secure environment for staff, inmates and the community.

### Fiscal Responsibility and Budgetary Compliance

All purchases are approved prior to purchase to assure proper budgeting control. The Fiscal Officer and the Warden attend quarterly budget hearings with Finance in Central Office. With any purchase beyond normal routine Central Office is consulted.

### Programmatic and Operational Areas

Programmatic areas at BCFC include Religious opportunities

through the Chaplain and the Chaplain Volunteers. The Chaplain organizes an annual Tent Revival with guest speakers, singers and guest throughout the surrounding community and counties.



*BCFC Chapel*

All inmates are encouraged to attend and participate. Religious services for many faiths are provided for inmates at BCFC.

The Recreation hall provides many activities daily. BCFC Recreation Leader also plans for special holiday activities with tournaments and prizes awarded. Recreation includes fishing, softball and bingo.

Alcohol and Other Drug Addictions (AODA) or *Life Without A Crutch* is a program to help inmates adjust and prepare for life outside the institution once they are released from the Department of Corrections.

Inmates may also enroll in classes in the spring and fall through Southeast Community College.

Operational areas include the CERT Team for apprehension efforts during an escape. The continued follow-up of apprehension efforts through phone calls, checking leads and contacting the es-

capee's families for information they may have about the inmate.

BCFC continues to respond in an effort to assist the Kentucky Division of Forestry with Forest Fire Suppression during the fire seasons each fall and spring by sending crews as needed.

Also, the maintenance department and inmates work together to achieve the construction goals for the institution.

### New Technology or Automated Enhancements

BCFC has recently installed a new Nortel Automated Telephone System. This has improved telephone communication throughout the institution. Voice mail has improved staff response more quickly to callers.

### Conclusion

The greatest asset at the Bell County Forestry Camp is the staff. The staff at BCFC wear so many hats and assist in so many areas outside their normal duties. This willingness to go beyond the normal job duties is what sets the BCFC staff apart.

Staff dedication to reach assigned goals has become a trademark of the BCFC employee.

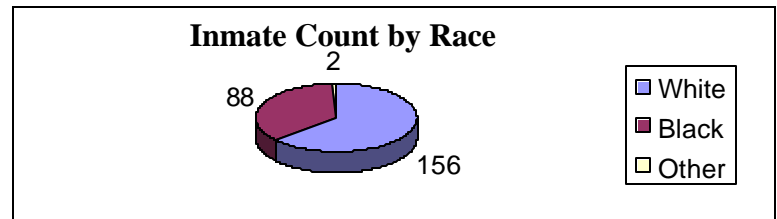


*BCFC Dormitory in the Summertime*

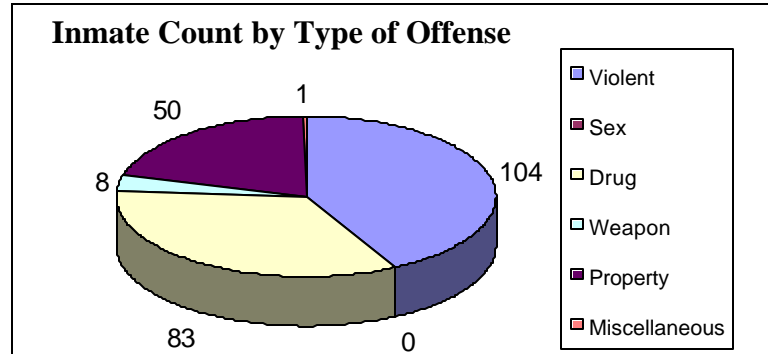
# Bell County Forestry Camp

## Demographic Data

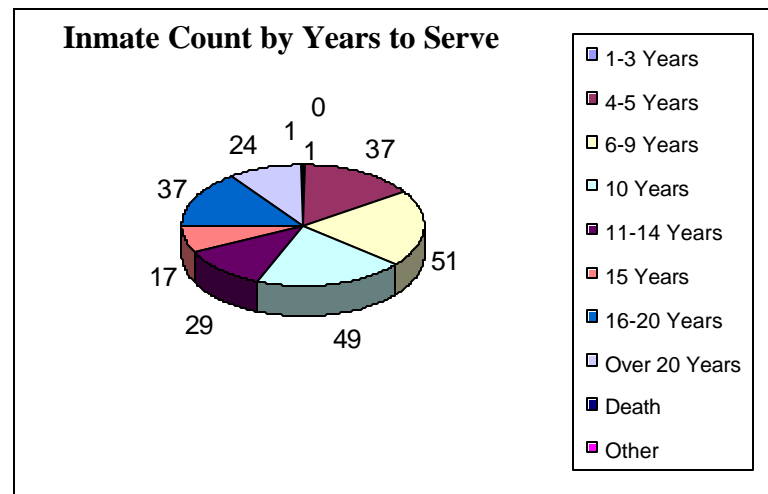
Race	Count	Percent
White	156	63.4%
Black	88	35.8%
Other	2	0.8%
<b>Total</b>	<b>246</b>	<b>100.0%</b>



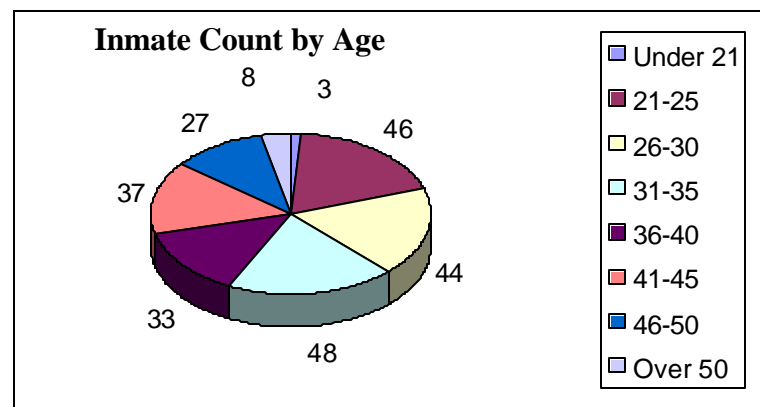
Type of Offense	Count	Percent
Violent	104	42.3%
Sex	0	0.0%
Drug	83	33.7%
Weapon	8	3.3%
Property	50	20.3%
Miscellaneous	1	0.4%
<b>Total</b>	<b>246</b>	<b>100.0%</b>



Years to Serve	Count	Percent
1-3 Years	1	0.4%
4-5 Years	37	15.0%
6-9 Years	51	20.7%
10 Years	49	19.9%
11-14 Years	29	11.8%
15 Years	17	6.9%
16-20 Years	37	15.0%
Over 20 Years	24	11.2%
Death	0	0.0%
Other	1	0.4%
<b>Total</b>	<b>246</b>	<b>100.0%</b>



Age	Count	Percent
Under 21	3	1.2%
21-25	46	18.7%
26-30	44	17.9%
31-35	48	19.5%
36-40	33	13.4%
41-45	37	15.0%
46-50	27	11.0%
Over 50	8	3.3%
<b>Total</b>	<b>246</b>	<b>100.0%</b>





## Blackburn Correctional Complex



### Warden

**Steve Haney**

Deputy Warden - Security  
**Bill Briscoe**

Deputy Warden - Programs  
**Kimberly Whitley**

Administrative Assistant  
**Rose Sewell**

Address  
3111 Spurr Road  
Lexington, KY 40511

FY 2004 Average Daily  
Population - 561

Staff - 142

Custody Level  
Minimum

Blackburn Correctional Complex (BCC), the largest of the minimum-security institutions operated by the Kentucky Department of Corrections was named for former Governor Luke P. Blackburn. He was governor from 1879-1883 and was noted for his prison reform. BCC was made a part of the Kentucky Department of Corrections in 1972 when it was transferred from the old Department of

Child Welfare.

BCC is a 594 bed facility used for incarcerating adult males for up to 48 months, who have been convicted of felony charges. The physical plant consists of thirty-five buildings on 456 acres of land that house Academic/Vocational programs such as Masonry, Carpentry, Horticulture, Electricity and Welding. It also accommodates Correctional Industries which produces office panel and computer work zone systems, stackable chairs and folding tables. In addition, there are support service facilities and four living units located in five buildings.

The institution has a farming operation and herd of registered Angus cattle located on the grounds as a Thoroughbred Retirement Foundation Program that can maintain up to 70 thoroughbred horses that are available for adoption.

Blackburn staff consists of 128 full-time staff positions and 14 educational and other staff.

### Highlights

Fathers and Children Together, a parenting program for incarcerated fathers, was nationally recognized by the United States Department of Health and Human Services,



*Warden Steve Haney*

Office of Child Abuse and Neglect and the Administration for Families and Children with an award entitled "Emerging Practices in the Prevention of Child Abuse and Neglect" in August 2003. In September 2003, Blackburn Warden Steve Haney was named Warden of the Year by the Kentucky Department of Corrections and the Kentucky Council on Crime and Delinquency.

### Reducing Recidivism

BCC offers a wide range of programs aimed at behavior modifications. Among these programs are Alcoholics Anonymous, Alcohol and Chemical Treatment Series, Anger Management, Alcohol and Other Drug Addictions, Fathers and Children Together, Narcotics Anonymous and Success Education Program.

### Security Initiatives

Although Blackburn Correctional Complex is a minimum security institution, safety and security are considered to be of utmost importance. Security staff and all other staff members with office and working duties beyond the confines of the Administrative areas carry two-way radios and have



*Chapel*

## Blackburn Correctional Complex

body alarms available if desired. Inmate counts are conducted at regular and irregular intervals twenty-four hours a day to assure inmates are not only present but where they are required to be. Blackburn has a twelve man Certified Emergency Response Team (CERT) composed of Blackburn employees available twenty (24) hours a day for institutional, inmate, visitor and staff searches as well as any emergency situation that would arise.

### Fiscal Responsibility and Budgetary Compliance

Blackburn Correctional Complex promotes fiscal responsibility through a variety of avenues. The Warden, Fiscal Manager and the Central Receiving Warehouse monitor purchasing for the Institution. All purchases for the institution must have the Warden's or his designee's approval, as well as the approval of the Fiscal Manager. Staff requesting items for purchase must justify the need and provide a cost estimate prior to receiving approval for purchase. The Central Receiving Warehouse also monitors the use of supplies by each de-



*BCC Unit A-1*

partment within the institution. Each department has a specified amount of supplies to be used each month, which enables cost control and requires the staff to be responsible for monitoring their supply usage. Staff members are more efficient and conservative in their use of items. Purchasing staff constantly search for the best price on supplies. All Blackburn staff members have demonstrated a commitment to fiscal responsibility by conserving supplies and adhering to purchasing guidelines.



*Kentucky Thoroughbred Retirement Farm*  
**Programmatic and Operational Areas**

BCC's institutional coal fired boiler was dismantled and removed with in-house inmate labor for a savings to the state estimated to be in the amount of \$50,000.00.

Blackburn Branch Campus of the Kentucky Community and Technical College System completed their accreditation through the Commission of the Council on Occupational Education.

College level classes consisting of Philosophy 120, 130 and Sociology 101 were offered to the inmate



*Cattle Operations at BCC*

population with 33 inmates taking advantage of the opportunity. This was partially funded by profits from the Inmate Canteen with a portion being paid for by the inmate.

A 1.4 million dollar capital construction roofing project was completed at BCC that repaired or replaced roofs of all buildings on the institutional grounds except four. In addition to the roofs, the project replaced the windows of the 58 year old administration building. General education development certificates were awarded to 50 inmates for an increase of 1.6% from the previous fiscal year.

### **New Technology or Automated Enhancements**

BCC completed several technology initiatives this fiscal year including networking the cattle and horse barn office operations with fiber cable to the Kentucky wide area network upgrading the inmate and staff identification systems to an on-line database upgrading all user desktop Virus Protection software migrating all user workstations from Windows NT to Windows XP SP2 operating system planning for a 10 station workstation training

## Blackburn Correctional Complex

lab to be located in the new Security building.

### Conclusion

BCC was originally accredited by the American Correctional Association in 1986 and has maintained the accredited status by completing a rigorous audit every three years since. At the last audit in 2002,

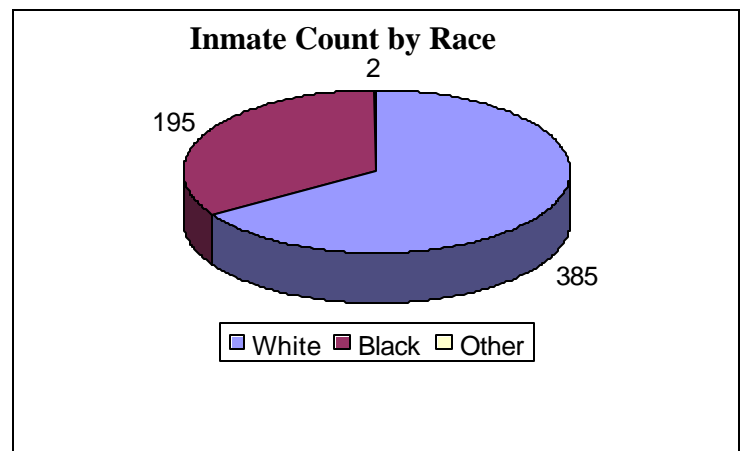
Blackburn became the first and only institution in Kentucky to receive a perfect re-accreditation score of 100%. This has only been accomplished through the complete dedication of all Blackburn staff who chose to continue to work and have the desire to continue to improve the work environment on a daily basis.



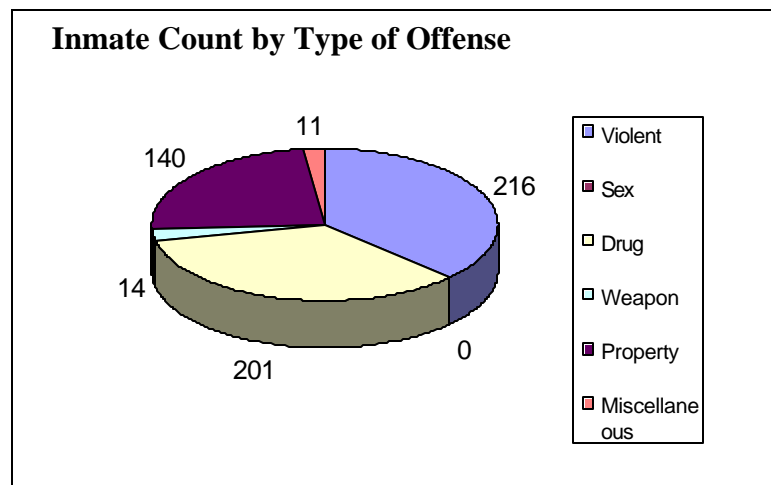
*KCI Operations at BCC*

## Demographic Data

Race	Count	Percent
White	385	66.2%
Black	195	33.5%
Other	2	0.3%
<b>Total</b>	<b>582</b>	<b>100.0%</b>



Type of Offense	Count	Percent
Violent	216	37.1%
Sex	0	0.0%
Drug	201	34.5%
Weapon	14	2.4%
Property	140	24.1%
Miscellaneous	11	1.9%
<b>Total</b>	<b>582</b>	<b>100.0%</b>



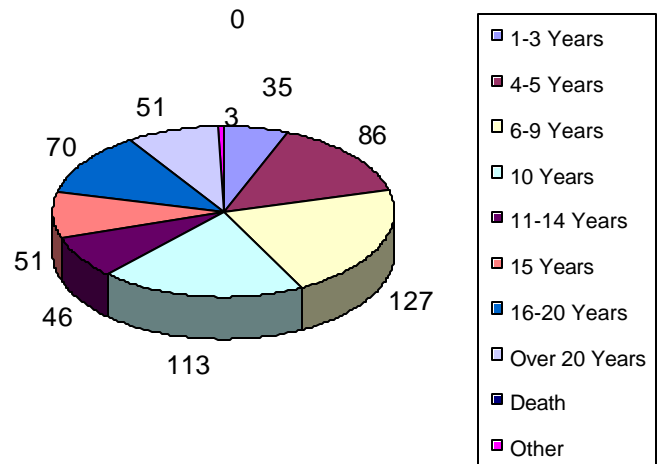
# Blackburn Correctional Complex

## Demographic Data

### Years to Serve

	Count	Percent
1-3 Years	35	6.0%
4-5 Years	86	14.8%
6-9 Years	127	21.8%
10 Years	113	19.4%
11-14 Years	46	7.9%
15 Years	51	8.8%
16-20 Years	70	12.0%
Over 20 Years	51	11.2%
Death	0	0.0%
Other	3	0.5%
<b>Total</b>	<b>582</b>	<b>100.0%</b>

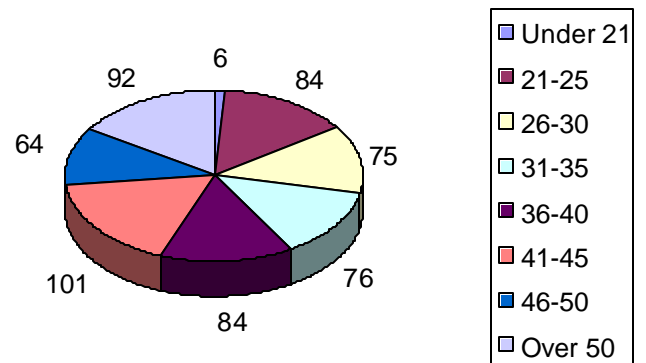
Inmate Count by Years to Serve



### Age

	Count	Percent
Under 21	6	1.0%
21-25	84	14.4%
26-30	75	12.9%
31-35	76	13.1%
36-40	84	14.4%
41-45	101	17.4%
46-50	64	11.0%
Over 50	92	15.8%
<b>Total</b>	<b>582</b>	<b>100.0%</b>

Inmate Count by Age





## Eastern Kentucky Correctional Complex



### Warden

**John Motley**

Deputy Warden - Programs  
Vicki Smith

Deputy Warden - Security  
John Holloway (Interim)

Deputy Warden - Operations  
Don Battles

Administrative Assistant  
Jill Bailey

Location  
200 Road To Justice  
West Liberty KY 41472

FY 2004 Average Daily  
Population - 1,680

Staff - 395

Custody Level  
Medium

Eastern Kentucky Correctional Complex (EKCC) began operation in February of 1990.

During this past fiscal year (FY), EKCC has housed, on average, 1,680 inmates in a safe and secure environment. The institution is accredited by the American Correctional Association (ACA) having been recently re-accredited under the 4th Edition standards

### Highlights

One of the most significant accomplishments during FY 2004 at EKCC was the re-accreditation of the institution. ACA has recently revised the standards for accreditation, adding a significant number of Mandatory and Non-Mandatory standards as well as the addition of the Performance Based standards. The EKCC staff worked long and hard on the files and was able to pass re-accreditation with 100% on mandatory and 99% on non-mandatory.

The Warehouse and Boiler Room roof was replaced due to major leaks and normal wear and tear. This new roof covers all of the main switchgear in the electrical room, all boilers and controls in the Boiler Room, and all storage areas, freezers and coolers in the warehouse area.

The Institutional Parole Officers were removed from the institution in March 2004. The duties previously done by these two staff have been divided among five existing staff. In addition, EKCC began planning a pre-release program for all inmates 6 months prior to their release date.

### Reducing Recidivism

EKCC offers a wide range of program opportunities based on the philosophy that programs dealing with behavior problems are effective in reducing recidivism.

There are 4 substance abuse programs at EKCC ranging from an intensive 6-month program, a 10-week addiction program, to a 13-week Chapel program, and the



*Warden John Motley*

widely acknowledged Alcoholics Anonymous.

For those with anger problems, there is a 6-week *Cage Your Rage* program in addition to an Anger Management program designed and presented by a certified family counselor.

EKCC has a program to equip inmates to deal with the stress, and a motivational program to inspire inmates to deal with the setbacks in their life. *Prison to Paycheck* is a program designed to equip inmates to handle the many changes and preparation of going home. Also, *Grief Share* for those that have lost loved ones and *Divorce Recovery* for those who are experiencing the pain of divorce.

One of the newest and most far reaching programs is *Bookmark* that enables an inmate to maintain a relationship with his child through storybook reading on videos. Not only does this program enable the inmate father/grandfather to have a part in their child/grandchild's life, but also assists with the child's literacy and facilitate family bonding.

### Security Initiatives

EKCC staff are trained that security is first and foremost. The fa

## Eastern Kentucky Correctional Complex

cility maintains a controlled movement policy which requires set schedules for all inmate movement. This helps staff to better complete their assignments in a timely fashion. Inmates learn self-discipline and are given more responsibility in order to follow the inmate's schedules. It often requires them to plan ahead.



*Academic Wing*

As movement is closely monitored, it provides inmates with fewer opportunities to pass contraband and creates a safer environment. This further ensures that all inmates are accounted for and minimizes their chances for escape.

EKCC's Emergency Preparedness Manual, CERT, fire and medical emergency drills ensure staff that there are significant means to protect them in case of an institutional disturbance. Inmates are also aware that EKCC staff are prepared, and have the means, tools and manpower to control emergency situations. This also assures the public that EKCC will control all emergency situations that may arise.

Staff are assigned to security walkthroughs where staff is responsible for documenting any defects in the institution's physical

plan, such as sanitary problems, safety hazards or maintenance problems. This makes for better environments for both staff and inmates.

### Fiscal Responsibility and Budgetary Compliance

EKCC has the second largest inmate population in the state with approximately 1,680 inmates, and operates at the lowest cost-per-day per inmate of any institution.

EKCC has established internal controls that are in agreement with good accounting practices. Purchases are made in accordance with the Kentucky Revised Statutes, Finance and Administration Cabinet, Department of Corrections and institutional policies. All purchases are evaluated as to need, best value and cost efficiency. Purchase requests must be completed and approved by Department Heads, the Fiscal Manager and Warden prior to purchases from all funding sources. The Management accounting and Reporting System (MARS) is used for procurement, payables and the maintenance of all asset accounts. Pre-audit functions are conducted by the Fiscal Manager on all payments of institutional and cash account monies. An outside auditor audits the EKCC inmate canteen operations annually. A cash account audit, which includes inmate account funds, is audited bi-annually by Central Office staff.

The Food Service Department prepared and served 1,600,000 meals during FY 2004. In addition, they helped with several retirement parties and other functions. Food Service was able to

stay under budget this FY as cost per day per inmate was \$2.13 for food.

### Programmatic and Operational Areas

The Kentucky Community Technical College System (KCTCS) staff at EKCC continue to strive for excellence as nearly 78 percent of inmates enrolling in the General Equivalency Diploma classes graduated in FY 2004. 104 graduated this past year compared with 80 in FY 2003. The 4 active Vocational classes awarded 23 diplomas to their graduating students. 566 inmates graduated from the various programs offered by the correctional staff and chapel volunteers.

The new security glass for Tower 2 was installed by EKCC Maintenance staff, saving around \$60,000. Approximately 3700 work orders were completed during FY 2004. Many were major projects, such as glazing, concrete work, and a considerable amount of painting in preparation for re-accreditation.



*Maintenance Department*

### NEW TECHNOLOGY OF Automated Enhancements

The Information and Technology (IT) enhancements at EKCC for

## Eastern Kentucky Correctional Complex

FY 2004 included the creation of a new Access database for managing all clothing issued to inmates upon release. 10 Access databases were changed to interface with the Kentucky Information Management System (KIMS) providing a more user-friendly format. An Access training program was developed to interface with the personnel database providing a method for the Institutional Training Coordinator to quickly identify staff in need of training. A reports section was added to the staff database which assisted with reports required by ACA. The EKCC website was completely redesigned to comply with Com-

monwealth Office of Technology (COT)'s new Kentucky enterprise standards. The IT section created approximately two hundred computer generated forms, decreasing printing costs by \$7,500.00. The Security Access database was also updated to track institutional vehicle tag numbers and provide a more use-friendly Controlled Visiting Report.

### Conclusion

The staff at the Eastern Kentucky Correctional Complex continue to work hard to make the institution a safe, secure and sanitary environment while using the most cur-

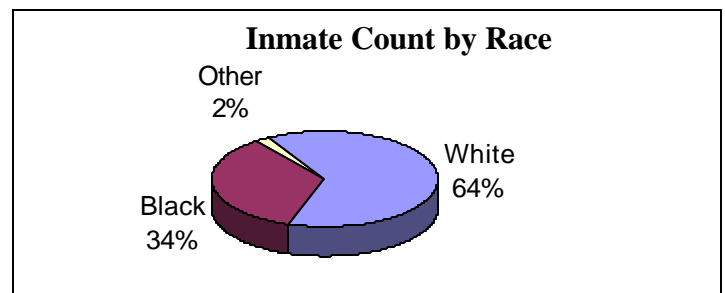
rent technological methods available. They are always looking for new and innovative programs that will better help the inmates in their return to society. The staff take pride in this institution and it is apparent in their eagerness to always do their best and to strive toward perfection.



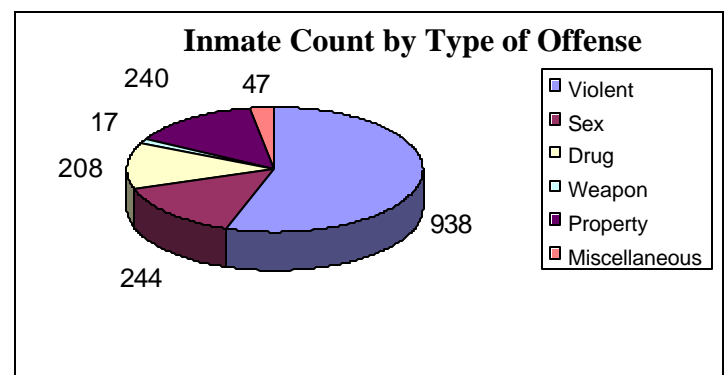
*EKCC Records Room*

## Demographic Data

Race	Count	Percent
White	1,078	63.6%
Black	583	34.4%
Other	33	1.9%
<b>Total</b>	<b>1,694</b>	<b>100.0%</b>



Type of Offense	Count	Percent
Violent	938	55.4%
Sex	244	14.4%
Drug	208	12.3%
Weapon	17	1.0%
Property	240	14.2%
Miscellaneous	47	2.8%
<b>Total</b>	<b>1,694</b>	<b>100.0%</b>

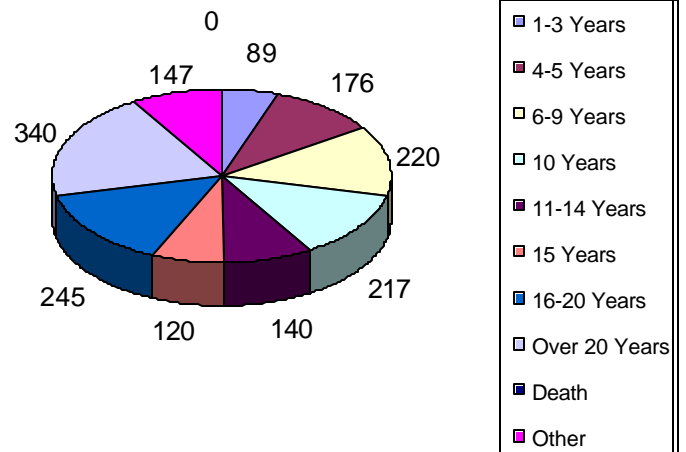


## Eastern Kentucky Correctional Complex

### Demographic Data

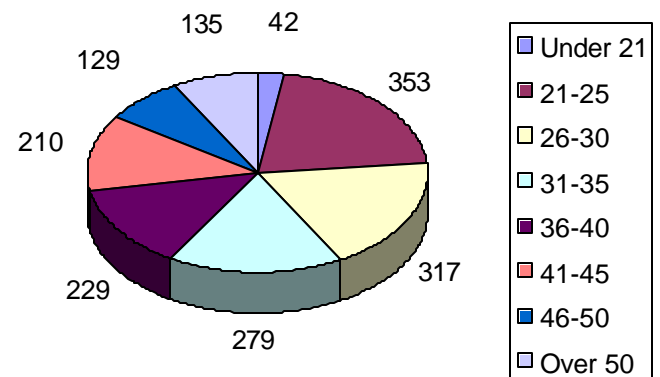
Years to Serve	Count	Percent
1-3 Years	89	5.3%
4-5 Years	176	10.4%
6-9 Years	220	13.0%
10 Years	217	12.8%
11-14 Years	140	8.3%
15 Years	120	7.1%
16-20 Years	245	14.5%
Over 20 Years	340	11.2%
Death	0	0.0%
Other	147	8.7%
<b>Total</b>	<b>1,694</b>	<b>100.0%</b>

**Inmate Count by Years to Serve**



Age	Count	Percent
Under 21	42	2.5%
21-25	353	20.8%
26-30	317	18.7%
31-35	279	16.5%
36-40	229	13.5%
41-45	210	12.4%
46-50	129	7.6%
Over 50	135	8.0%
<b>Total</b>	<b>1,694</b>	<b>100.0%</b>

**Inmate Count by Age**





## Frankfort Career Development Center



**Warden**  
**Cookie Crews**

Administrative Assistant  
Cheryl Shuck

Location  
380 Coffee Tree Road  
Frankfort, KY 40601

FY 2004 Average Daily  
Population - 205

Staff - 47

Custody Level  
Minimum

The Frankfort Career Development Center (FCDC) is a 205-man minimum security facility located on 80 acres in Frankfort. The facility was opened in 1976. The majority of inmates are assigned to the Governmental Services program work detail to provide a supplemental labor force for governmental agencies in the state capi-



*Gatehouse at FCDC*

tol.

Besides the primary emphasis on security and control, the main program focus shall be to assist inmates in progressing to a Community Service Center and to the community as responsible citizens after positive behavior, program participation, and work performance have been demonstrated. Accountability for voluntary program opportunities include: academic school, substance abuse, recreational activities, club activities, religious programs and counseling programs.

Each inmate at FCDC shall be afforded the opportunity to utilize the system of incentives and penalties.

Each inmate is evaluated by the staff periodically. The reclassification document is adjusted according to the inmate's behavior, program needs, participation and work performance

### Goals

FCDC strives to efficiently operate according with Kentucky Revised Statutes, Corrections and institutional policy and procedures.

The aim is to provide opportunities for convicted male felons to participate in meaningful work, recreational and institutional programs to better enable them to successfully return to society as productive citizens.

FCDC provides each inmate with a complete health maintenance program through the utilization of licenses medical practitioners.

FCDC ensures that all staff are



*Cookie Crews, Warden, FCDC*

properly trained to provide services in their area of responsibility and that the institution maintains the standards of quality required by the operational procedures set forth by the American Corrections Association (ACA).

### Mission Statement

The mission of FCDC is to promote safety for the citizens of the Commonwealth by operating an efficient, adult male, minimum security institution.

FCDC's main purpose shall be to provide a safe, secure, humane environment for the population, as well as to provide an atmosphere and opportunities for a successful reintegration back into society. This purpose is accomplished through the use of objective classification, education, employment training, and social programs.

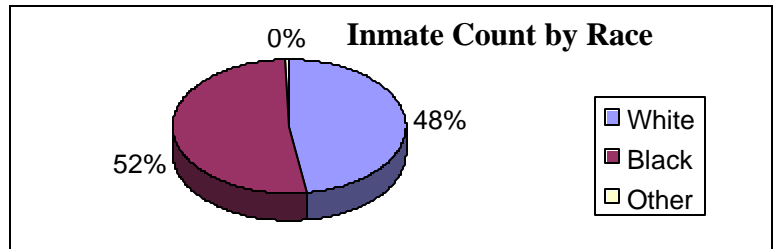


*FCDC Warden's office*

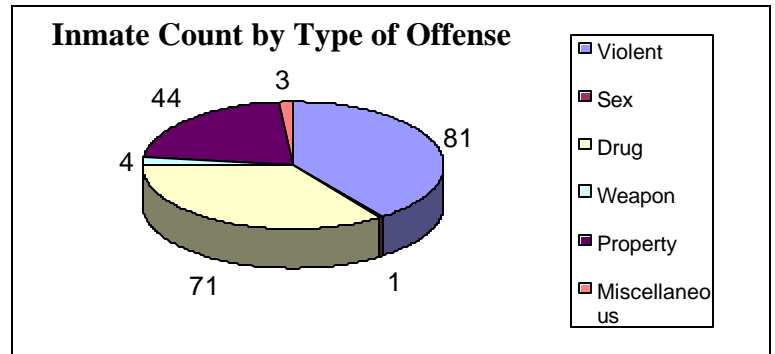
# Frankfort Career Development Center

## Demographic Data

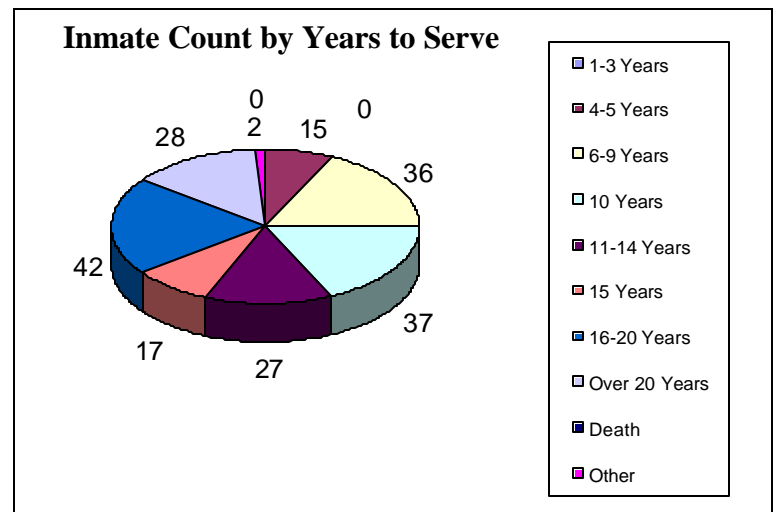
Race	Count	Percent
White	97	47.5%
Black	106	52.0%
Other	1	0.5%
<b>Total</b>	<b>204</b>	<b>100.0%</b>



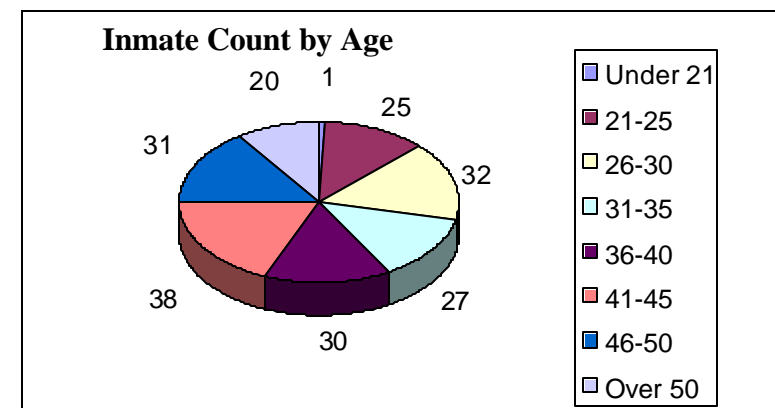
Type of Offense	Count	Percent
Violent	81	39.7%
Sex	1	0.5%
Drug	71	34.8%
Weapon	4	2.0%
Property	44	21.6%
Miscellaneous	3	1.5%
<b>Total</b>	<b>204</b>	<b>100.0%</b>



Years to Serve	Count	Percent
1-3 Years	0	0.0%
4-5 Years	15	7.4%
6-9 Years	36	17.6%
10 Years	37	18.1%
11-14 Years	27	13.2%
15 Years	17	8.3%
16-20 Years	42	20.6%
Over 20 Years	28	11.2%
Death	0	0.0%
Other	2	1.0%
<b>Total</b>	<b>204</b>	<b>100.0%</b>



Age	Count	Percent
Under 21	1	0.5%
21-25	25	12.3%
26-30	32	15.7%
31-35	27	13.2%
36-40	30	14.7%
41-45	38	18.6%
46-50	31	15.2%
Over 50	20	9.8%
<b>Total</b>	<b>204</b>	<b>100.0%</b>



## Green River Correctional Complex



**Warden**  
**Patti R. Webb**

Deputy Warden  
Louis R. Korfhage

Deputy Warden  
Harold W. Radford

Administrative Assistant  
Sue K. Martin

Location  
1200 River Road  
P.O. Box 9300  
Central City KY 42330

FY 2004 Average Daily  
Population - 947

Staff - 243

Custody Level  
Medium

dormitory. Current capacity is now 982.

The institutional design is “direct supervision.” The dormitories have an open control center (no bars, glass or other barriers). Unit Management is the means of managing and organizing the institution. In this team-oriented concept, a management team of administrators, supervisors, Correctional Officers, and Classification/Treatment Officers supervise each living unit and are responsible for the security and management of the Living Unit.

GRCC does not have gun towers. Perimeter security is dependent upon an electronic detection system on the fences and 24-hour perimeter patrols.

### Highlights

A roofing project is in process to replace and repair facility roofs. New fencing has been built around the Minimum Security Unit. All goals and objectives set for providing a safe, secure environment for inmates, staff, and the general public have been met this fiscal year.

### Reducing Recidivism

*Pathfinders* is an intensive 15-week pre-release program. *The Therapeutic Community* is a 6-month program geared toward Substance Abuse. Correctional Industries teaches good work habits needed for holding down a job. *Parenting* teaches the inmate how to be a parent. *Houses of Healing* and other programs teach anger management. *The Veterans Transition Program* assists inmates



*Patti Webb, Warden  
Green River Correctional Complex*

who are veterans with release. GRCC currently offers 3 college classes as well as GED and vocational training. The facility also enjoys very strong support from our volunteers particularly the chapel volunteers.

### Security Initiatives

GRCC has provided “panic alarms” for staff working in certain areas, and a “panic button” in the Parole Board/Video Conference Room that signals directly to the Control Center.

Perimeter fencing and the electronic detection system are physically inspected and tested three times a day. Two perimeter vehicles patrol the fence and compound 24-hours per day.

A very important security tool is a communication and teamwork mindset. Since opening, teamwork has been a priority. Staff works together to achieve a high level of communication with each other and also with the inmate population.

Security is enhanced by the Direct Supervision design of the Living Units facilitating proactive handling of potential security risk situations.

Construction of Green River Correctional Complex (GRCC) began in August 1992. GRCC opened in December 1994 with its first group of inmates on December 12th of that year. The original design called for housing 550 inmates.

GRCC has since expanded, building a medium security living unit, and building a minimum security



## Green River Correctional Complex



GRCC has worked hard to develop a good working relationship with the Kentucky State Police. This is especially helpful during security emergencies or major searches.

### Fiscal Responsibility and Budgetary Compliance

Overtime and comp time are carefully monitored.

Preventative maintenance is ongoing, and strict controls are in place for all purchase requests.

Spending for the fiscal year was held below the budgeted amount.

### Programmatic and Operational Areas

GRCC has begun its Death Row Dogs program. Trained inmates are paired with dogs from the Humane Society who would otherwise be euthanized. The inmates are trained to provide obedience training for the dogs over an 8 week period to assist with adoption of the dogs. This program is a service to Muhlenberg County.

When GRCC replaced the free weights with machines, the inmate population (through the recreation committee) donated the equipment to the two Muhlenberg County

High Schools. Both schools presented GRCC with footballs signed by the respective football teams. The footballs are on display in the gym for the inmate population to see and remember their contribution to Muhlenberg County.

GRCC has a computer training program for inmates. Many inmates are unfamiliar with computers. The purpose of this program is to give inmates basic computer skills that might be beneficial upon release. The program is being expanded to include the Minimum Security Unit.

GRCC has an Art Workshop program in conjunction with the Wingspan Gallery in Lexington. Artists work with and teach proper techniques to the inmates whose art work is then placed on exhibit at the Gallery. The drama program regularly produces plays. Its director has won national awards for work with this project.

Local clubs and organizations are extremely active in charitable work. The Jaycees have received national recognition for their work raising money for Juvenile AIDS. The Veterans raise large amounts for Toys for Tots. The NAACP provides monetary incentives for inmates attending school.

Each year, GRCC has an Information Fair in the Academic School. This fair gives programs and organizations a chance to present their work to the inmate population and keep up interest.

Operationally, staff have pulled together to provide for the security of the institution. All departments

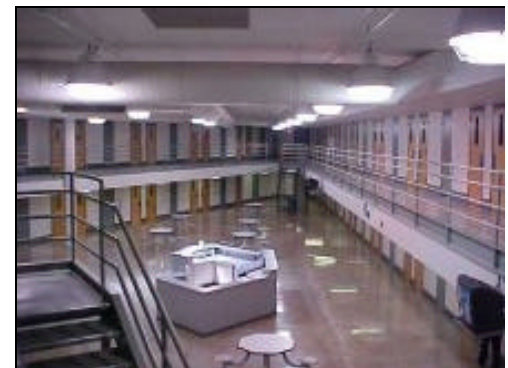
work together to accomplish their goals. In addition, the programs are vital components of GRCC operation. These activities provide the inmate population with constructive activities and therefore contribute not only to teaching values but to GRCC's overall security.

### New Technology or Automated Enhancements

GRCC has been working to develop video visits to replace secure visiting. With video visits, SMU inmates will no longer be escorted to the visiting room. The visitors would remain in the Reception Area. This will assist in maintaining security for inmates under restricted visiting control.

### Conclusions

GRCC takes great pride in the level of communication and teamwork that has been developed throughout the entire facility. The various departments help each other, let each other know what is going on, and share the workload to get what is needed done. The prevailing attitude is; Without teamwork & communication, nothing works. With this, anything can be achieved.

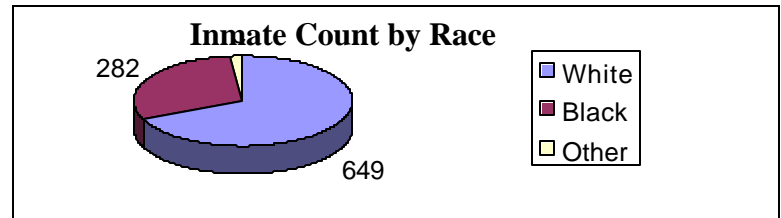




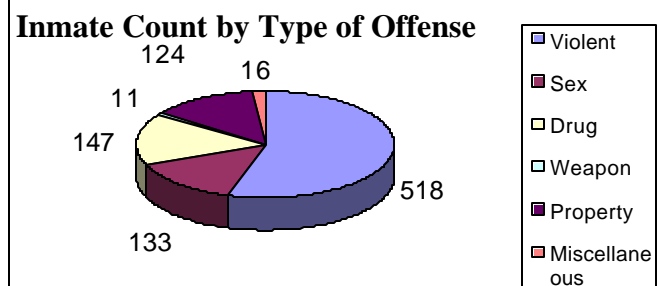
# Green River Correctional Complex

## Demographic Data

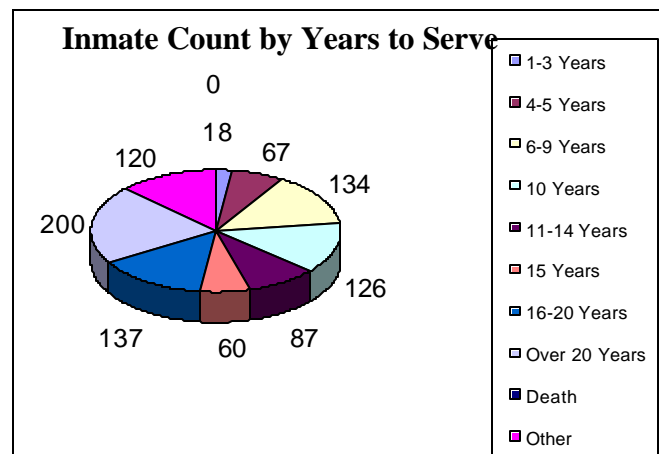
Race	Count	Percent
White	649	68.4%
Black	282	29.7%
Other	18	1.9%
<b>Total</b>	<b>949</b>	<b>100.0%</b>



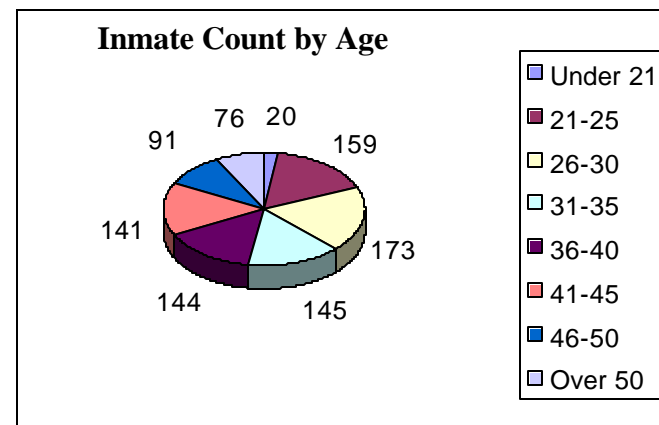
Type of Offense	Count	Percent
Violent	518	54.6%
Sex	133	14.0%
Drug	147	15.5%
Weapon	11	1.2%
Property	124	13.1%
Miscellaneous	16	1.7%
<b>Total</b>	<b>949</b>	<b>100.0%</b>



Years to Serve	Count	Percent
1-3 Years	18	1.9%
4-5 Years	67	7.1%
6-9 Years	134	14.1%
10 Years	126	13.3%
11-14 Years	87	9.2%
15 Years	60	6.3%
16-20 Years	137	14.4%
Over 20 Years	200	11.2%
Death	0	0.0%
Other	120	12.6%
<b>Total</b>	<b>949</b>	<b>100.0%</b>



Age	Count	Percent
Under 21	20	2.1%
21-25	159	16.8%
26-30	173	18.2%
31-35	145	15.3%
36-40	144	15.2%
41-45	141	14.9%
46-50	91	9.6%
Over 50	76	8.0%
<b>Total</b>	<b>949</b>	<b>100.0%</b>



## Kentucky Correctional Institute for Women



### Warden

**Doris W. Deuth**

Deputy Warden - Security  
John W. Wright

Deputy Warden - Programs  
Troy Pollock

Administrative Assistant

Location  
Box 337  
Pewee Valley KY 40056

FY 2004 Average Daily  
Population - 720

Staff - 229

Custody Level  
Medium

The Kentucky Correctional Institution for Women (KCIW) was constructed in 1937 and received its first inmate on November 1, 1938. KCIW was originally considered an extension of the Kentucky State Reformatory at LaGrange.

In 1961 the Commonwealth's Legislature made it an autonomous institution headed by its own executive officer, the War-

den. The Kentucky Constitution, Section 252, established the Kentucky Correctional Institution for Women as the only adult female institution in the Commonwealth for the purpose of housing felons from all 120 counties.

KCIW has nearly fifty buildings located on 270 acres in Shelby County. It has an average daily population of 722. The total number of inmates processed during the fiscal year was 871, an average of 73 per month.

The population is committed for:

- 39% violent crimes
- 21% property crimes
- 30% drug related crimes
- 5% sex crimes
- 1% weapons
- 4% miscellaneous crimes

The median age is 36 years. Females now represent 8% of the prison population in Kentucky. KCIW is considered multi-custody as differential housing and programming must meet the needs of females serving from one year to life, death row, maximum, medium, minimum, community custody, first offenders, persistent offenders, the disabled and special needs inmates.

### Highlight

In October of 2003, KCIW received accreditation from the American Correctional Association for the eighth time since 1982. In May of 2004, KCIW added a program called "*Paws with Purpose*". Inmates from the general population are chosen to become handlers and are responsible for training service dogs for the first 18 months of the puppy's



*Warden Doris Deuth*

life. In addition, during 2004, KCIW has added a much-needed outdoor visiting area complete with picnic tables and playground equipment for children.

### Reducing Recidivism

A major goal of the Kentucky Correctional Institution for Women is reducing recidivism through equipping inmates for successful reintegration into the community. In 2002, KCIW implemented a *Prison to the Streets* pre-release program with the goal of preparing and assisting incarcerated offenders in achieving successful re-integration into society. The course consists of ten, two-hour classes. In class, the causes of recidivism are addressed.

Training is provided in the areas of obtaining a job, housing, community resources, parole conditions, and much more. In 2004 the Kentucky Department of Corrections adopted this program statewide. An extensive curriculum manual was developed, videos were produced, and training was provided to all institutions. Currently 105 inmates are enrolled in the class at KCIW alone.

The Kentucky State Parole Board

## Kentucky Correctional Institute for Women

favors programs that address criminal thinking errors and substance abuse. Two programs (*Pathfinders* and *SAP/Therapeutic community*) at KCIW have had very good success with inmates making parole and reducing recidivism.

*Pathfinders* is a cognitive/behavior based life skills program. The program is 180 hours of experiential/interactive activities. Activities that include; components on team building, communication, stress management, anger management, problem solving, values, time management and life planning. Participants must be between four and twelve months of parole eligibility or minimum expiration of sentence.

At the beginning of 2004, approximately 120 inmates had completed the program. Fifty-five of these inmates have been released and only three have returned to the institution.

The Substance Abuse Program (*SAP*) is an inpatient substance abuse treatment program. This inpatient component lasts six to eight months with an expectation of additional follow up and after-care treatment.

### Security Initiatives

The safety and security of staff, offenders, and the community is paramount to the daily operation of KCIW.

In 2004, a staffing assessment was commissioned by the Kentucky Department of Corrections and completed. Specific recommenda-

tions for the most appropriate allocation of security staff was the result. Some recommendations have been completed and others are ongoing. The most significant of which was authorization to hire additional security staff.

Construction of a new armory, outside the perimeter fence, has begun. Planning is underway for demolition of the “barn” which will enable a double perimeter fence to be extended to the Post #1, “sallyport area”. New security cameras were added and existing cameras were repositioned to maximize their effectiveness throughout the institution.



*KCIW Main Building*

### Fiscal Responsibility and Budgetary Compliance

KCIW took additional steps in FY 2004 to decrease overtime and block 50 comp time payments to employees. This action ensures that financial resources are being managed efficiently. It also ensures the needs of the facility are being met within budget guidelines. First, overtime was managed so that only essential overtime was incurred. Secondly, compensatory time balances were managed to

efficiently lower balances while maintaining the integrity of the security of the institution.



*Administrative Building—KCIW*

In an effort to decrease the facility's fiscal needs, cost savings measures were implemented to find vendors that would supply items at the best price available. This included areas such as dietary, maintenance, personal hygiene items, inmate state pay (with the Work for Time Credit Program), janitorial supplies, and many other areas. Facility staff is always on the lookout for new and innovative ways to save money.

### Programmatic and Operational Areas

During Fiscal Year 04, an average of 68 inmates were enrolled in Jefferson Community College (JCC). Eight inmates received associate degrees from JCC during the year. The *Paws with Purpose* program was begun in May 2004 with nine dogs and inmate trainers. KCIW's Inmate Canteen spends more of its commission on inmates than any other facility. KCIW has 260 community volunteers regularly participating in institutional programming. KCIW inmates received 16,895 visits from family and friends during the fiscal year.

## Kentucky Correctional Institute for Women

### New Technology or Automated Enhancements

During FY 03, a total of nineteen PC's were purchased. With these new systems, no staff is using a system slower than a Pentium III 667Mhz. Two new network switches were added to allow for the extension of the network to Post 1 and Lonnie Watson Center Annex. One network switch was replaced in the Administration building due to failure of the switch.

One network printer was purchased to replace one that had become too costly to maintain.

The use of leased network printers and copiers has been expanded with a total of five units currently at KCIW.

Three Digital Video Recording systems have been installed to replace the older video surveillance systems that relied on videotapes. These systems are currently used in the administration building, operations building, and the most recent system installed in the Lonnie Watson Center (LWC) Annex building. These systems allow for remote viewing of areas by approved staff. Several digital cameras and video cameras were purchased to replace outdated equipment.

New fiber optic cable has been installed for the Special Management Unit (SMU). The fiber to SMU replaced a connection that ran to the kitchen boiler room. This was replaced due to the heat and moisture in that location adversely affecting the network

switch. The network connection was extended through Category 5 cable (Cat5) and allowed for the removal of the kitchen switch. New fiber optic cable was installed for Post 1 and the LWC Annex. This extended the network to these locations for the purpose of installation of a Digital Video Recording system in the LWC Annex. This installation allows for monitoring on the LWC Annex from Post 1, Central Control, or any other PC connected to the network.



*Pine Bluff Living Unit*

The upgrading of Windows operating systems on PC's used by staff to Windows 2000 and or Windows XP from Windows NT4 was completed. Using available licenses, approximately one third of the systems are using one of these more recent operating systems. A request to purchase enough Windows XP licenses for the remaining systems using NT4 is pending approval. Thirteen Microsoft Publisher 2003 licenses were purchased. Currently all versions of Publisher installed at this location are Publisher 2003. All systems located at KCIW are running the latest version of McAfee

anti virus software.

During the past Fiscal year a Business Continuity Plan was developed for KCIW. This plan provides documentation to assist in recovery from disaster, power failure, and or other unforeseen events that could impact the continued operation of the technology infrastructure.

### Conclusion

The Kentucky Correctional Institution for Women provides a safe, humane environment for female inmates. Possibilities for formal, classroom education and on the job training are provided in many areas.

Inmates at KCIW are provided with good medical (including prenatal), dental and mental health care. In addition inmates are given the opportunity to participate in counseling, self help groups and personal growth classes.

During the past year, a Pre-Release program has been developed which will be fully operational during Fiscal Year 2004-2005. It is a strong attempt to provide women with the skills and tools necessary to make it from "Prison to the Streets" and not return to incarceration.



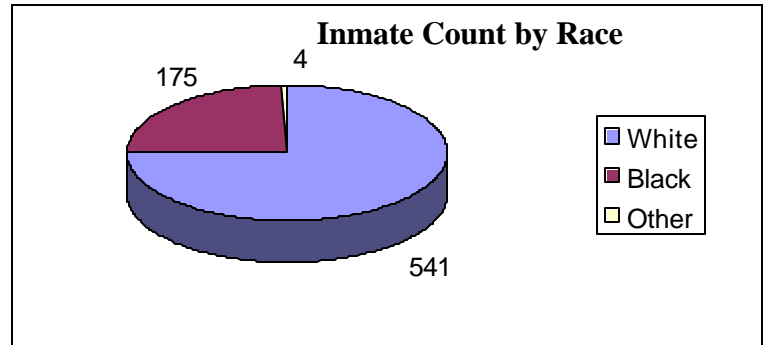
*Ridgeview Living Unit*



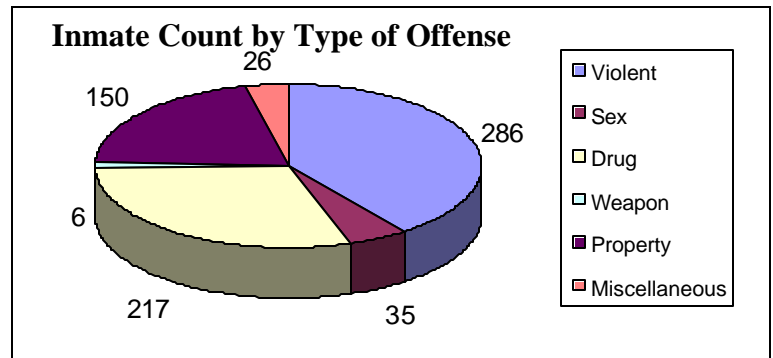
# Kentucky Correctional Institute for Women

## Demographic Data

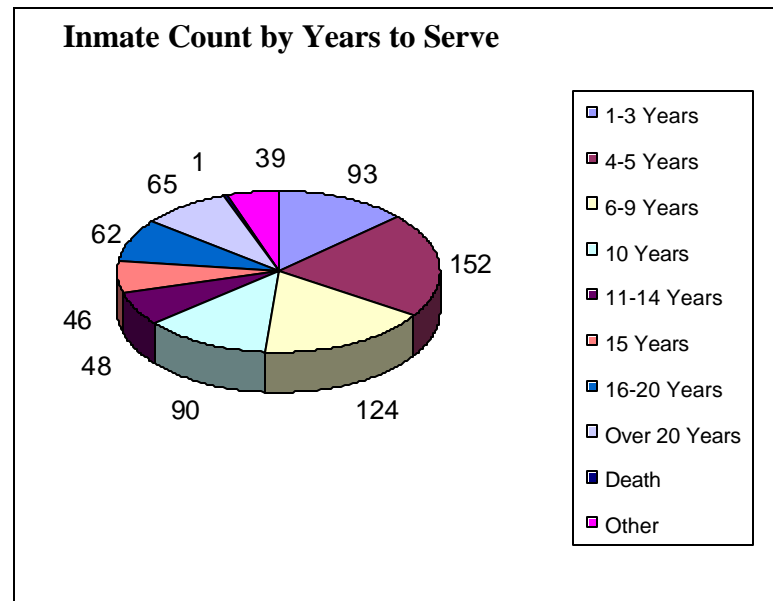
Race	Count	Percent
White	541	75.1%
Black	175	24.3%
Other	4	0.6%
<b>Total</b>	<b>720</b>	<b>100.0%</b>



Type of Offense	Count	Percent
Violent	286	39.7%
Sex	35	4.9%
Drug	217	30.1%
Weapon	6	0.8%
Property	150	20.8%
Miscellaneous	26	3.6%
<b>Total</b>	<b>720</b>	<b>100.0%</b>



Years to Serve	Count	Percent
1-3 Years	93	12.9%
4-5 Years	152	21.1%
6-9 Years	124	17.2%
10 Years	90	12.5%
11-14 Years	48	6.7%
15 Years	46	6.4%
16-20 Years	62	8.6%
Over 20 Years	65	11.2%
Death	1	0.1%
Other	39	5.4%
<b>Total</b>	<b>720</b>	<b>100.0%</b>

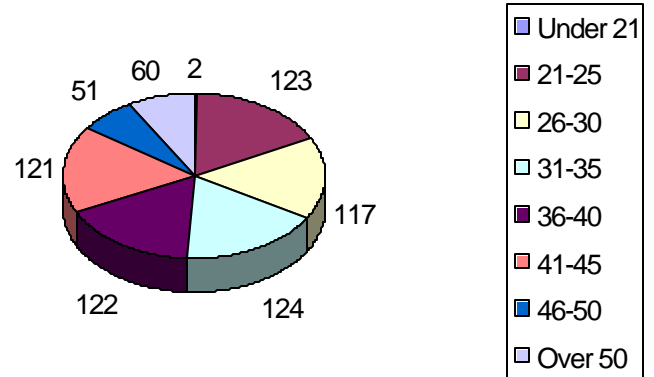


# Kentucky Correctional Institute for Women

## Demographic Data

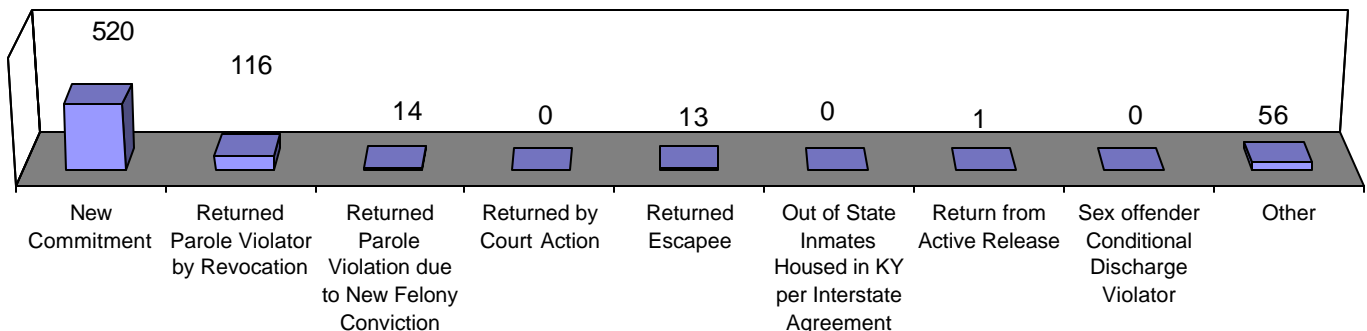
Age	Count	Percent
Under 21	2	0.3%
21-25	123	17.1%
26-30	117	16.3%
31-35	124	17.2%
36-40	122	16.9%
41-45	121	16.8%
46-50	51	7.1%
Over 50	60	8.3%
<b>Total</b>	<b>720</b>	<b>100.0%</b>

**Inmate Count by Age**



Type of Commitment	Count	Percent
New Commitment	520	72.2%
Returned Parole Violator by Revocation	116	16.1%
Returned Parole Violation due to New Felony Conviction	14	1.9%
Returned by Court Action	0	0.0%
Returned Escapee	13	2.2%
Out of State Inmates Housed in KY per Interstate Agreement	0	0.0%
Return from Active Release	1	0.1%
Sex offender Conditional Discharge Violator	0	0.0%
Other	56	7.8%
<b>Total</b>	<b>720</b>	<b>100.0%</b>

**Population by Type of Commitment**



## Kentucky State Penitentiary



### Warden

**Glenn E. Haeberlin**

Deputy Warden - Programs

Nancy L. Doom

Deputy Warden - Support

Joseph H. Stuart

Deputy Warden - Security

Richard W. Pershing

Administrative Assistant

Teresa M. Hughes

Location

P.O. Box 5128

Eddyville, Kentucky 42038

FY 2004 Average Daily

Population - 801

Staff - 383

Custody Level

Maximum

The Kentucky State Penitentiary (KSP), which overlooks Lake Barkley, in Eddyville Kentucky, serves as the state's only maximum-security facility. Initial construction of this facility began in 1884 and officially opened Christmas Eve 1890. KSP was accred-

ited by the American Correctional Association (ACA) in 1982 and has consistently maintained its accredited status.

The expressed mission of KSP is to operate an adult, male, maximum-security institution for approximately 800 convicted felons while providing care, housing, custody and control in a safe and secure environment. The primary thrust is to move the inmate to a less secure institution, when appropriate. This is based upon the inmate's demonstrated conduct, program performance and need. In addition, the facility attempts to encourage the individual inmate to help himself to enhance opportunities to return to the community as a responsible taxpaying citizen.

KSP's current daily population averages 801 inmates and is divided into three major classifications: General Population, Protective Custody and Segregation. In addition, KSP also houses the state's only capital punishment unit, which currently houses 33 inmates. The facility currently employs 343 staff.

### Highlights

During the fiscal year of 2004 KSP addressed and accomplished three major objectives.

First was the facilities re-accreditation through the American Correctional Association. The current review helped this facility establish one of the longest running consecutive accreditations in the nation.

The second significant accomplish-



*Warden Glenn Haeberlin*

ment was the effective handling of a natural disaster that occurred in January of 2004. During an unexpected thunderstorm, the facilities water tower, located on the yard compound was struck by lightning and caused the water main at the base of the tower to rupture. The water tower emptied immediately leaving the institution completely without potable water. The facility remained without running water for three days during repairs; however, through staff teamwork and the assistance of local and military authorities, drinking water, waste disposal and sanitary needs were met. This entire operation was completed and running water was restored without a single written complaint from the inmate population.

The final major accomplishment for KSP was the completion of the new 50 bed segregation unit.



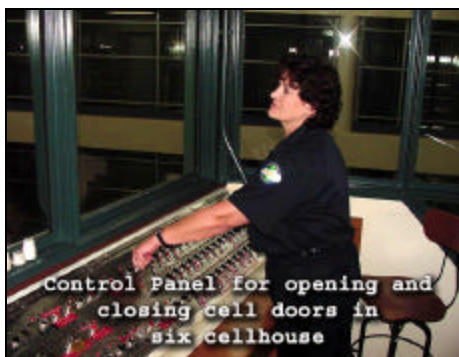
# Kentucky State Penitentiary

## Security Initiatives

Security for the community, the staff and the inmate population is closely monitored and improved upon when possible. Video surveillance has been used at KSP for years. New equipment and upgrades for existing equipment have provided exceptional capabilities of monitoring and recording daily activities throughout the facility. The mere knowledge of this monitoring system acts as a deterrent and keeps inmates mindful that their actions are being watched.

A new armory to store additional use of force equipment in a climate-controlled atmosphere was created from available unused space without the need for a new building. Large quantities of equipment can be stored or issued from this new location and accountability is maintained through strict inventory control.

The threat of major natural disaster or terrorist attack is evident in civilian and corrections populations. During 2004, KSP executive personnel met with military coordinators and discussed these



issues. Old plans were reaffirmed and new procedures were established for KSP to receive assis-

tance through the United States Northern Command (NORTHCOM) in the form of Homeland Security Reaction Forces.



Services to be provided through the military will include providing additional equipment, security, transportation, support services and communications should the need arise.

Recent changes at KSP have modified the way staff respond to fire emergencies. The "Rapid Intervention Team" or "RIT" concept has been incorporated. RIT utilizes a two-staged team approach to evacuation and suppression of fires. The concept is tested regularly during scheduled fire drills and has worked effectively creating a safer work and living environment

## Fiscal Responsibility and Budgetary Compliance

Proper fiscal management and strict accountability of allotted funding enables budgetary compliance. Prudent expenditure of funds and safeguarding of property, inventory and other assets of the Commonwealth has always been and continues to be a high priority of the Kentucky State

Penitentiary.

Monthly expenditure statements are distributed to the Warden and Deputy Wardens for their review. Monthly executive staff meetings are conducted by the Warden to keep executive staff informed of new developments/concerns in fiscal affairs and to emphasize the importance of fiscal responsibility and budget compliance. The Warden and Fiscal Manager attend quarterly meetings to review past expenditures and to project future expenditures.

Cooperative efforts between KSP, WKCC and GRCC to reduce travel expenses and overtime by consolidating trips for supplies, record destruction and other services.

Staff overtime has also been kept to a minimum without forsaking safety and security. During the 2004 fiscal year overtime for all departments totaled 1,312.50 hours at a cost of \$32,203.60.



An exemplary effort was made to cut costs and provide adequate nutrition to the inmate population. The original target at the beginning of the fiscal year was \$2.10 per inmate per day for meals. Through effective management of



## Kentucky State Penitentiary

bulk products and proper portion control, the actual cost per day was reduced to \$2.06

Other cost saving/cutting measures included:

- Adding natural gas to boiler fuel options to allow purchasing of cheaper fuels.
- Reduction of staff pagers through combination cell phone pagers
- Adding a washer and dryer in the warehouse to eliminate the need for sending reissued officer uniforms to an outside laundry.
- Sending printer cartridges to a recycler that now pays \$2.00 per cartridge



### Programmatic and Operational Areas

Efforts in 2004 to aid in the reduction of repeat offenders included upgrading and efficiently operating a fully accredited academic and vocational school dedicated to educating offenders and equipping them with the skills needed to compete and function in today's society.

During the fiscal year twenty-two GED certificates, eighteen vocational certificates and four voca-

tional diplomas were awarded. These numbers reflect a long term commitment to a program that often maintains a waiting list due to numerous applications and limited openings.

Additional assistance programs are offered to help inmates transition and return to society. Moral Recognition Training (MRT), Adult Basic Education (ABE), along with self help organizations such as AA/NA, NAACP and the Protective Custody Substance abuse club classes that teach necessary living skills to offenders. Each course provides the offender with the opportunity to learn basic living and/or education skills. Some offenders may have never learned these skills while others enroll to refresh their learning abilities and work toward positive behavior habits as they anticipate release. Others may need the support of group counseling to prepare and cope for their anticipated new civilian lifestyle.

Efforts to accommodate individual inmate religious beliefs was accomplished through the Chaplains office at KSP. Regardless of religious preference (within reason) contacts have been established with religious leaders from nineteen different faiths to assist inmates in meeting their essential needs to practice their faith.

"Scared Straight" and the "Youth Awareness Program" (YAP) are designed to give troublesome youth and adults a view of life in prison in a effort to deter them from progressing further into the justice system. During fiscal 2004, thirteen adults and over 200 juve-

niles were brought in to experience life in a maximum-security facility.



The effectiveness of operations and dedication to maintaining a safe environment for both staff and inmates can be seen in drug screen statistics. During the fiscal year 2003-2004 a random sampling of approximately ten percent of the total inmate population was conducted each month. Additional testing was conducted through the Office of Internal Affairs on inmates suspected of using illegal substances. Of the random samplings only one drug screen returned positive for illegal drug usage and only seven of approximately 100 "suspect" tests came back with positive results. Each inmate who tested positive for drug usage receives disciplinary action in an attempt to control this type of behavior.



## Kentucky State Penitentiary

### New Technology or Automated Advancements

Progress must incorporate new technology to be effective and KSP has kept up with the times by utilizing current software applications to better organize and disseminate information. Through the use of existing software programs, staff have created a database to compile and track data on offenders that until now could only be done manually from one location. Electronic forms can be accessed and completed from several locations giving staff more freedom to work in other areas of the facility.

An ACA database has been created and is accessible and very beneficial to team staff members who have file responsibility in the accreditation process. Supervisors can also access this database to check on work progress and e-

view applicable standards when performing annual policy reviews.

Additional software has been installed on select computers to provide key staff with access to the video system. This provides additional "eyes" to monitor the facility and its operations, thus providing a safer work environment.

Providing and maintaining equipment to run this software is a must and Information and Technology staff have joined forces with select maintenance staff at KSP to build a highly effective network. During the past year fiber optic lines were installed to feed information to and connect over 85 desktop computers. These lines not only provide faster information exchanges, but are also virtually impervious to lightning strikes which occur on an average of two to three times a year and can cost thousands of dollars to replace

equipment.

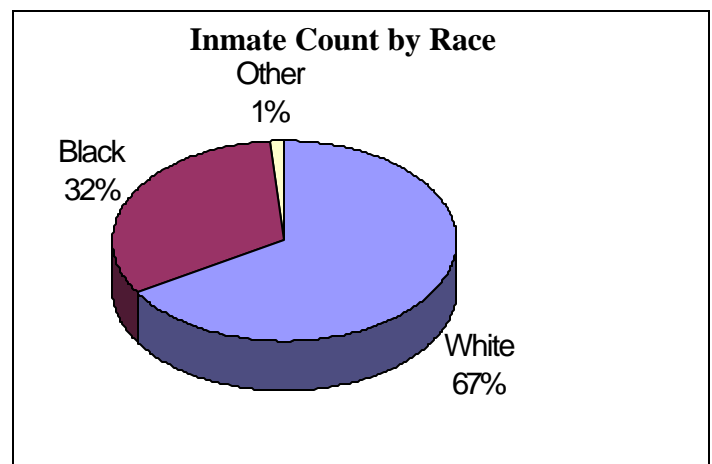
### Conclusion

The overall effectiveness of the Kentucky State Penitentiary can be seen daily throughout the facility. Staff morale is good and a solid team concept is reflected in their work. It is through this group effort that this 120 year-old facility is the example instead of the exception for the Department of Corrections.



## Demographic Data

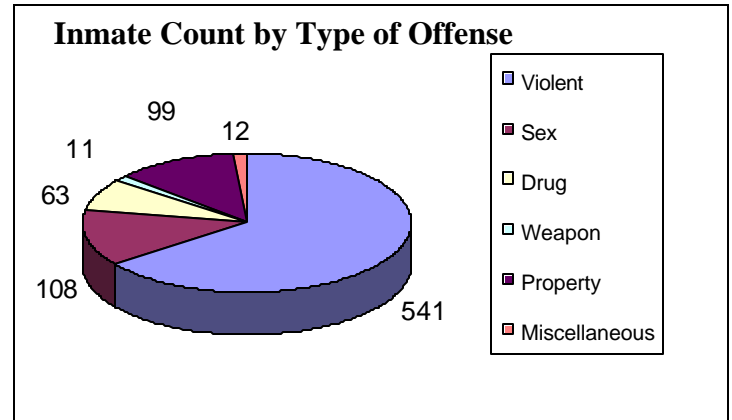
Race	Count	Percent
White	553	66.3%
Black	270	32.4%
Other	11	1.3%
<b>Total</b>	<b>834</b>	<b>100.0%</b>



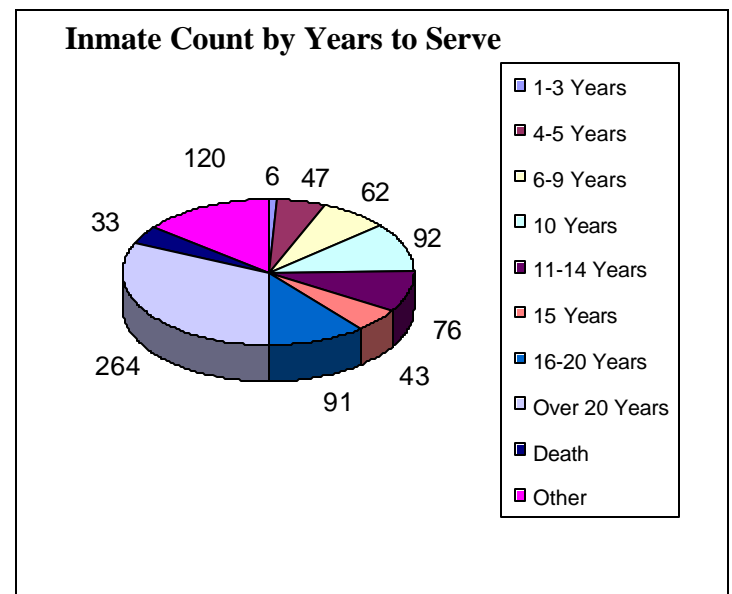
## Kentucky State Penitentiary

Demographic Data

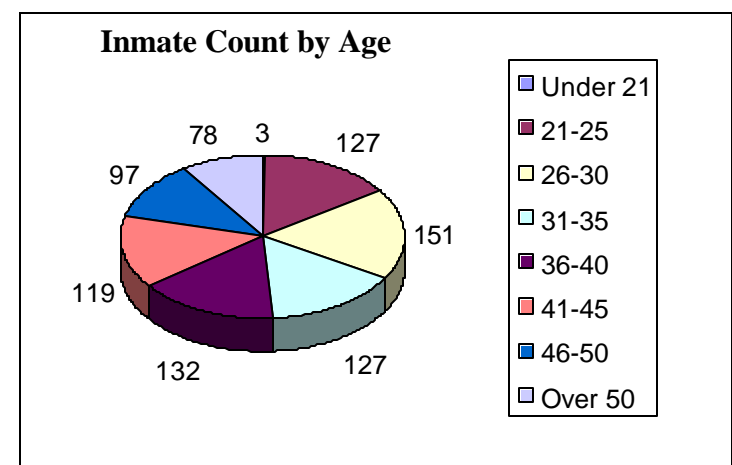
Type of Offense	Count	Percent
Violent	541	64.9%
Sex	108	12.9%
Drug	63	7.6%
Weapon	11	1.3%
Property	99	11.9%
Miscellaneous	12	1.4%
<b>Total</b>	<b>834</b>	<b>100.0%</b>



Years to Serve	Count	Percent
1-3 Years	6	0.7%
4-5 Years	47	5.6%
6-9 Years	62	7.4%
10 Years	92	11.0%
11-14 Years	76	9.1%
15 Years	43	5.2%
16-20 Years	91	10.9%
Over 20 Years	264	11.2%
Death	33	4.0%
Other	120	14.4%
<b>Total</b>	<b>834</b>	<b>100.0%</b>



Age	Count	Percent
Under 21	3	0.4%
21-25	127	15.2%
26-30	151	18.1%
31-35	127	15.2%
36-40	132	15.8%
41-45	119	14.3%
46-50	97	11.6%
Over 50	78	9.4%
<b>Total</b>	<b>834</b>	<b>100.0%</b>



## Kentucky State Reformatory



### Warden

**Larry Chandler**

Deputy Warden - Programs  
Linda Dewitt

Deputy Warden - Security  
Clark Taylor

Deputy Warden - Operations  
Paige McGuire

Administrative Assistant  
Gary Prestigiacomo

Address  
3001 West Highway 146  
LaGrange, KY 40032

FY 2004 Average Daily  
Population - 1,855

Staff - 612

Custody Level  
Medium

The Kentucky State Reformatory (KSR) was built in 1936 as a direct result of a flood that destroyed the Frankfort State Penitentiary. KSR originally housed approximately 1,100 inmates.

KSR was part of a Consent Decree filed by inmates in the early 1980's due to conditions within the prison. Judge Johns-

tone lifted the Consent Decree when the facility was found in substantial compliance with all the necessary requirements and mandates.

The American Correctional Association (ACA) first accredited this institution in 1983. The accreditation has been successful eight times with the latest accreditation in October 2003.

The facility is currently designed to house and accommodate the Department's most serious mental health and medical issues. It includes a 150-bed psychiatric treatment facility, a 58 bed nursing care facility and a 30 bed medical screening unit, which is used to temporally hold and medically assess inmates.

It also maintains approximately 50 inmates that are involved with Outpatient Services (OPS) for psychotropic needs. There are approximately 675 inmates listed as OPS. The average daily population for Fiscal Year 2004 was 1,855 at this facility.

### Highlights

Significant accomplishments achieved by this institution for Fiscal Year 2004:

Regionalization of the Personnel Offices from the four Oldham/Shelby County institutions into one building at the old Kentucky State Policy Post #5.

KSR substantially reduced overtime by installing a new electronic sensor fence around it's perimeter and thus eliminating the need for many of the previously manned wall towers.

Also, in January 2004 the institu-



*Warden Larry Chandler*

tion underwent a major reorganization with the appointment of a new Warden.

### Reducing Recidivism

A very important mission of KSR is to prepare inmates to return to society and to fulfill a law abiding and productive life. This institution provides inmates with the state's largest Sex Offender Treatment Program, Academic and Vocational programs with college courses offered through Jefferson Community College. KSR also maintains a number of auxiliary self-help clubs such as *Narcotics Anonymous (NA)*, *Alcoholics Anonymous (AA)*, and *Alcoholics and Other Drug Abusers (AODA)*, to assist inmates who have problems with substance abuse.

By far the biggest impact is the example set by the staff who work each day in this difficult environment and who continuously demonstrate integrity, consistency,



*KSR Aerial View*



## Kentucky State Reformatory

fairness and honesty. Program staff continuously encourage inmates to enroll in the various academics, vocational, and self-help programs within the institution.



*Larry Deerr outside boiler room which provides hot water and steam to the entire institution*

### Security Initiatives

Some of the security initiatives that were accomplished in the Fiscal Year 2004 include:

- The installation of an electronic sensor system completely surrounding the perimeter of the institution. This provides yet another barrier to prevent escapes.
- The addition of approximately 50 security cameras with monitors located in the Captain's Office to assist in security surveillance of critical areas of the institution, as well as the perimeter.
- Ongoing and continued growth and improvements to the CERT Team allowing continuous training through tough fiscal times.
- Additional training to assist Correctional Officers and Non-Correctional Officers to better recognize mental health and medical issues in inmates as a preventative measure and a more effective management tool.

### Fiscal Responsibility and Budgetary Compliance

KSR has taken great measures to insure that all staff are fiscally and in compliance with budgetary restraints. Each department is responsible for evaluating employee's fiscal responsibility. This process includes review by all supervisors including the Warden, prior to approving purchases.

All overtime and compensatory time are approved in advance. The entire staff complement has been called upon to help avoid waste and to be more fiscally aware of the day-to-day operation.

The executive staff meets weekly to discuss problematic issues within the operation and fiscal management.

KSR takes great pride in the reduction of overtime and the increased fiscal responsibility of the institution as a whole. Overtime has been greatly reduced since December 2003 and due to the diligence of the entire staff, the institution has netted an \$800,000.00 surplus within our \$25,000,000.00 operational budget.

### New Technology or Automated Enhancements

Two major innovations involving technology at KSR include the electronic security fence and "NOVatime", an automated time keeping system with a PIN number and biometrics controls. This automated time management system provides accurate and complete time and attendance data collection and record keeping for more than



*Front Gate Officer, Felicia Bell*

1,000 employees in the Oldham/Shelby County area.

A current project at KSR is to expand the information technology system and make it available by the end of the Fiscal Year to every employee of the institution.

### Conclusion

In a 70-year-old institution, housing over 1,850 inmates and 600 employees, by far the proudest accomplishments are the staff members assembled at Team KSR. Aside from any operational, programmatic or technological advance, it is the people that fulfill the Mission Statement of the Kentucky State Reformatory. It is the staff at this institution who work diligently, although not flawlessly, who hold this institution together.

The dedication of the employees are the foundation for the success of KSR.

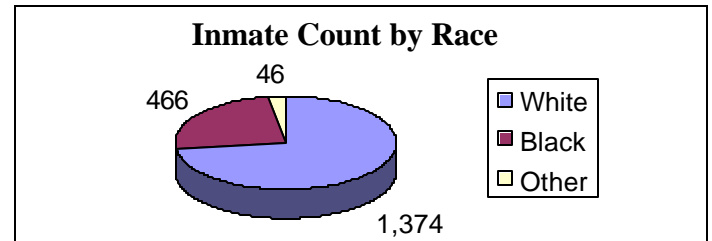


*Captain Cleo Stoner, Security Officer*

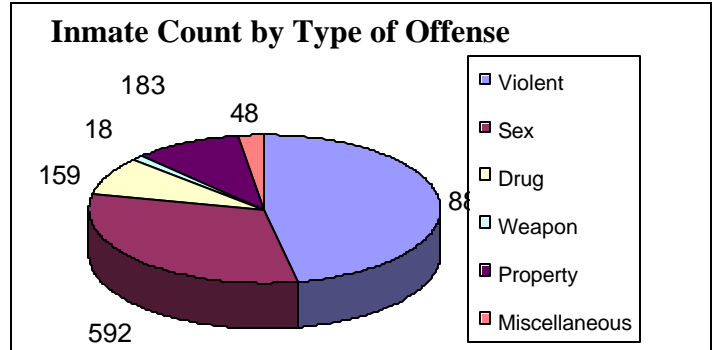
# Kentucky State Reformatory

## Demographic Data

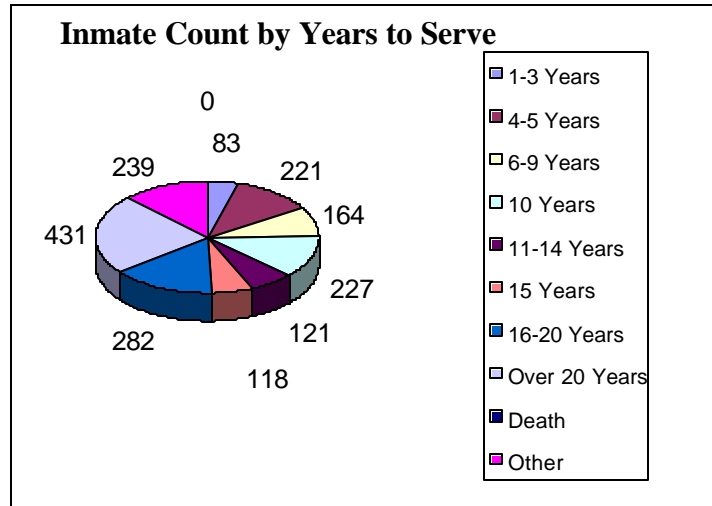
Race	Count	Percent
White	1,374	72.9%
Black	466	24.7%
Other	46	2.4%
<b>Total</b>	<b>1,886</b>	<b>100.0%</b>



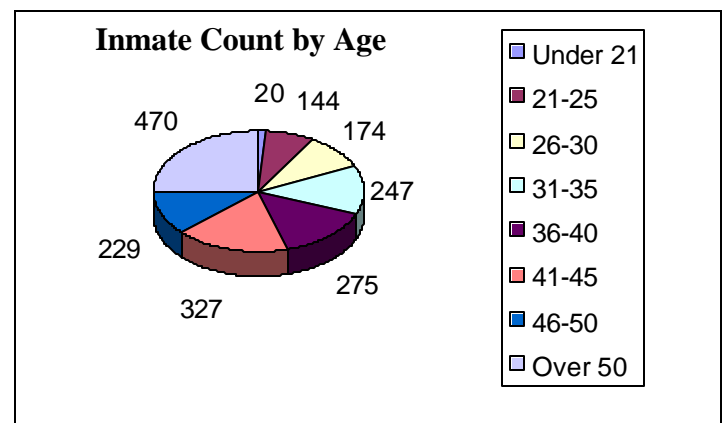
Type of Offense	Count	Percent
Violent	886	47.0%
Sex	592	31.4%
Drug	159	8.4%
Weapon	18	1.0%
Property	183	9.7%
Miscellaneous	48	2.5%
<b>Total</b>	<b>1,886</b>	<b>100.0%</b>



Years to Serve	Count	Percent
1-3 Years	83	4.4%
4-5 Years	221	11.7%
6-9 Years	164	8.7%
10 Years	227	12.0%
11-14 Years	121	6.4%
15 Years	118	6.3%
16-20 Years	282	15.0%
Over 20 Years	431	11.2%
Death	0	0.0%
Other	239	12.7%
<b>Total</b>	<b>1,886</b>	<b>100.0%</b>



Age	Count	Percent
Under 21	20	1.1%
21-25	144	7.6%
26-30	174	9.2%
31-35	247	13.1%
36-40	275	14.6%
41-45	327	17.3%
46-50	229	12.1%
Over 50	470	24.9%
<b>Total</b>	<b>1,886</b>	<b>100.0%</b>



## Luther Luckett Correctional Complex



### Warden

**R. Thomas Dailey**

Deputy Warden - Security  
Barbara Hazlewood

Deputy Warden - Programs  
Steve Adwell

Deputy Warden - Operations  
Doug Eversole

Administrative Assistant  
Dorcas Gilley

Address  
Dawkins Road  
Box 6  
LaGrange, KY 40031

FY 2004 Average Daily  
Population - 1,074

Staff - 272

Custody Level  
Medium

Luther Luckett Correctional Complex (LLCC) is an adult, male, medium security institution for convicted felons.

In accordance with the Kentucky Department of Corrections, LLCC is responsible for providing an environment that is safe, clean and secure for both staff and inmates.

Staff maintains a positive, professional outlook, always open minded, well prepared, innovative, tolerant, respectful and responsible toward many different cultures, beliefs, and to the ideas of others.

Through staff's positive examples, LLCC is committed to providing an opportunity for the inmates to become contributing, law-abiding adults upon their return to our communities.

- Created administrative review process for Health Care/Mental Health/Dental issues which can now allow for grievances.
- Removed the free weights from weight sheds and purchased Hammer strength machines for weight sheds for general population and therapeutic community.
- The institution was re-keyed plus implemented a reorganization of Central Control Center key rings with new tags and bar codes.

### Reducing Recidivism

LLCC has historically embraced the Department's Mission of ensuring public safety. In addition, LLCC provides opportunities for rehabilitation that promotes a successful reintegration into society as well as a crime free lifestyle.

LLCC ensures inmates the availability of academic programs such as GED and college courses as well as vocational training that encompasses four trade areas.

LLCC houses a large Sex Offender Treatment Program. In addition the largest component of corrections Substance Abuse Program is housed at LLCC.

Correctional Industries provides



*R. Thomas Dailey, Warden*

marketable job skills training in printing and data entry programs.

Psychological and psychiatric services are also available for inmates who have need of these services.

The Unit Classification Committee performs a thorough review of the inmate's needs and recommends appropriate programs, which will promote a successful reintegration into society. Participation in recommended programs is a key element in the awarding of Meritorious Good Time to inmates.

Reduction of recidivism is also addressed through a new release preparation initiative by Commissioner Rees which requires a needs assessment along with assistance in identifying resources in the local community.

A pre-release educational program entitled *Prison to the Streets* provides assistance with citizenship skills.

### Security Initiatives

LLCC has developed a more efficient key control system which includes institutional take home keys.

Using the Unit Team management concept, LLCC supports and promotes programs and recreation, and provides for the health and

## Luther Luckett Correctional Complex

safety of staff, inmates and volunteers. All staff are aware of the importance of preventing the introduction of contraband, escape attempts and other activities that are counter productive to a safe, secure and positive environment.



*Security Fence at LLCC*

### Fiscal Responsibility and Budgetary Compliance

LLCC took additional steps in FY 2004 to decrease overtime and block 50 comp time payments to employees to ensure financial resources were being managed in an efficient manner. This ensures the needs of the facility were being met within budgetary guidelines. Only essential overtime is approved, while accumulated compensatory time is managed to efficiently lower the balances while maintaining the security of the institution.

Cost savings measures were implemented to find vendors with the most competitive prices for items such as dietary, maintenance, personal hygiene products, janitorial supplies and many other areas.

Competitive rates were established for inmate state pay with the Work for Time Credit program.

### Programmatic and Operational Areas

During FY 2004 the Corrections Industries operation at LLCC utilized a total of 163 inmate employees and billed the following:

- \$1,453,993.72 for the Print Shop
- \$48,801.80 for the Embroidery Plant (an increase of \$11,745.35 over FY2003)
- \$438,306.88 for the Data Entry Plant (up an increase of \$6,278.12 over FY2003)

The LLCC Pharmacy reduced costs from \$172,602.91 in FY 2003 to \$57,374.98 in FY 2004 resulting in a savings of \$115,227.93. The Pharmacy was outsourced effective July 1, 2004. In closing out the pharmacy, LLCC saved the Department of Corrections a total of \$70,462.50 (or 90.43%) by dispensing refills for other institutions thus reducing the inventory to be returned to the vendors.

LLCC Offender Information Department implemented a 180-day review program in order to assist inmates likely to have difficulty finding an approved home placement (i.e., sex offender out-of-state, etc.). The Offender Records Department was instrumental in implementing the Work for Time Credit Program.

Many new programs have been implemented to help the inmates deal with their religious beliefs. LLCC offered a new course in *Christian History*. The Chaplain had two graduating classes that participated in *A Spiritual Approach to Anger Management*.

LLCC Psychological Services Department made an average of 118 inmate contacts per month including an average of 27 contacts in our Special Management Unit (SMU) each month. This Department was responsible for supervising three graduate students. Two at Doctoral level from Spaulding and one at a Master's level from the University of Louisville.

There were approximately 200 vehicles serviced by the Automotive class and the Carpentry class completed 125 projects.

LLCC had 20 students who earned their AA, AS or AAS Degree, 24 students who earned their GED (the passing rate is 90%), 28 students who earned their Technical Diploma and 475 students who completed a variety of interpersonal skills classes.

A new program called Parts Specialist was implemented and had three students graduated. The remedial reading and math classes were resumed during FY 2004.

### Conclusion

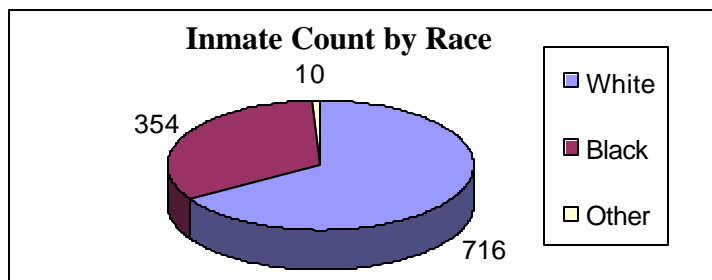
Although pressed with budgetary issues, the Luther Luckett Correctional Complex maintained a well-run institution with highly qualified staff members. During the FY 2004, LLCC underwent an ACA Accreditation and received a score of 99.2%. This score was the culmination of many months of hard work and dedication by all staff. The goal is to attain an even better score at the next ACA Accreditation.



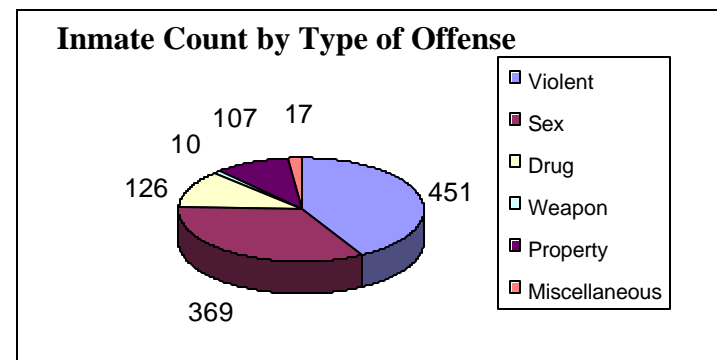
## Luther Luckett Correctional Complex

Demographic Data

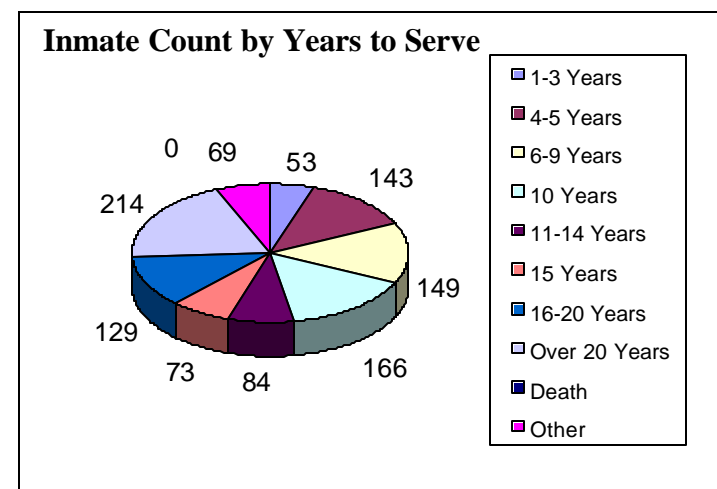
Race	Count	Percent
White	716	66.3%
Black	354	32.8%
Other	10	0.9%
<b>Total</b>	<b>1,080</b>	<b>100.0%</b>



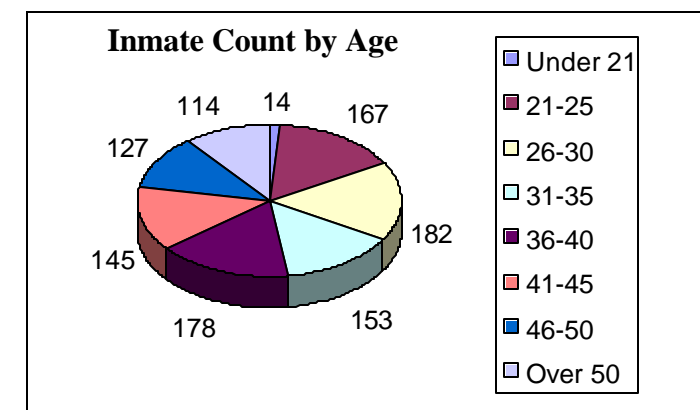
Type of Offense	Count	Percent
Violent	451	41.8%
Sex	369	34.2%
Drug	126	11.7%
Weapon	10	0.9%
Property	107	9.9%
Miscellaneous	17	1.6%
<b>Total</b>	<b>1,080</b>	<b>100.0%</b>



Years to Serve	Count	Percent
1-3 Years	53	4.9%
4-5 Years	143	13.2%
6-9 Years	149	13.8%
10 Years	166	15.4%
11-14 Years	84	7.8%
15 Years	73	6.8%
16-20 Years	129	11.9%
Over 20 Years	214	11.2%
Death	0	0.0%
Other	69	6.4%
<b>Total</b>	<b>1,080</b>	<b>100.0%</b>



Age	Count	Percent
Under 21	14	1.3%
21-25	167	15.5%
26-30	182	16.9%
31-35	153	14.2%
36-40	178	16.5%
41-45	145	13.4%
46-50	127	11.8%
Over 50	114	10.6%
<b>Total</b>	<b>1,080</b>	<b>100.0%</b>



## Northpoint Training Center



### Warden

**James L. Morgan**

Deputy Warden - Security  
**Joseph Rion**

Deputy Warden - Programs  
**Sharon Caudill**

Deputy Warden - Operations  
**Betty Kelsey**

Administrative Assistant  
**Charlotte Russell**

Address  
Highway 33, Box 479  
Burgin, KY 40310

FY 2004 Average Daily  
Population - 1,226

Staff - 291

Custody Level  
Medium

Northpoint Training Center (NTC) is a medium security correctional facility for adult male offenders. The facility is located in northern Boyle County near Danville, Kentucky. The Department of Corrections received control of the property. In January

1983. NTC was initially conceived as a minimum institution for fewer than 500 inmates. The mission rapidly changed to a medium security institution with a proposed population of approximately 700 inmates. Today the institution operates as a medium security institution with a current bed capacity of 1,256 inmates.

NTC consists of 551 acres and approximately 50 structures. It contains 1,256 general population medium security beds, 60 special management beds, and 40 minimum-security beds. General population inmates are housed in six open-bay dormitories. Special Management Unit inmates are housed in single cells in a 60-bed structure separated from the main compound.

The perimeter of the secure compound is a double 12-foot fence, with razor wire on the bottom and top. The inner perimeter fence has a sensor system, that alerts the main control in the event of contact, in addition to four armed wall towers, an outside patrol, and a control center. Minimum security inmates, numbering approximately 40, are housed in a single structure outside the secure perimeter.

During FY 2004, NTC had a number of significant accomplishments. With assistance from the Department of Agriculture and Kentucky State University's Aquaculture Program, Northpoint Training Center has increased its farming program to include the raising of shrimp and fish for sale to consumers. By utilizing inmate



*Warden James L. Morgan*

labor, the cost of constructing and maintaining shrimp and fish ponds is minimal. The first "crop" was harvested and sold during September 2004. In addition to producing revenue, the joint effort will provide useful knowledge and skills for inmates to become more employable upon their release from prison.

Another accomplishment concerns the utilization of sludge from the Wastewater Treatment Plant onto the farmland to fertilize fields. This has eliminated the sludge buildup in the drying beds, thus increasing their capacity and enabling the Wastewater Treatment Plant to become more efficient in its daily operation. This measure has released a rented



## Northpoint Training Center



*Living Quarters at NTC*

dumpster formerly used for the sludge, creating an annual savings of over \$6,000.

The other major accomplishment has been the installation of an updated Perm-Alert security system to replace the old system on the security fence. The old system had 200 individual sensor units which were affixed to the inside fence. When the fence was breached, the affected sensor would then activate an alarm in our control center which is manned 24-hours a day. The new system reduces the sensors from 200 to eight while maintaining the same level of security. The new system is also motion activated and utilizes fiber-optic cabling. By utilizing our own maintenance staff instead of a contractor, we saved approximately \$40,000.

### Reducing Recidivism

Northpoint also has a number of programs to reduce recidivism. NTC has initiated an Institutional College Program which has proven to help reduce recidivism, that currently has 28 participants. The college classes are paid for by the inmate and Inmate Canteen funds that are generated from the inmate

population. No state revenue is utilized for this program. In addition, the institution offers a wide range of program opportunities, all of which promote the goal of successfully reintegrating an offender into society.

In addition to the General Education Diploma Program and Institutional College Program, we offer Technical Programs including Carpentry, Electricity, Masonry, and Small Engine Repair, which increases the inmate's earning potential while enlarging the skilled workforce available in the community.



*Section of Security Fence*

### Security Initiatives

Security is a vital concern at this NTC. A fully trained Corrections Emergency Response Team (CERT) is maintained at this facility. In the event of a disturbance, the team is activated and utilized to resolve any situation that may occur in a prison environment. The CERT is made up of staff who have received additional training. In addition, all staff at NTC receive substantial in-house training to enhance security.

Recently a new escape notification



*Shrimp from the pond*

system was implemented by the Department of Corrections. This institution has notified the community via letters and the press of the new system. This new system allows the public to be notified quicker in the event of an escape which enhances cooperation between Northpoint and the community.

In conjunction with the new Perm-Alert system mentioned previously, the institution has developed a number of new innovations to help security. These include utilizing non-security staff to help in certain areas of the institution to free up Correctional Officers for vital areas and the increased use of cameras to monitor the yard.

### Fiscal Responsibility and Budgetary Compliance

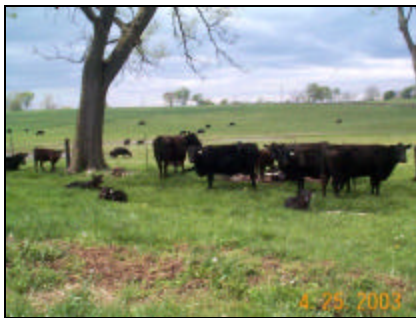
Within the last fiscal year, NTC has initiated a number of steps to improve fiscal responsibility. Fiscal responsibility begins with the initial purchase request. Each employee requesting a purchase provides justification for the purchase and forwards it to the appropriate Deputy Warden who reviews and validates it before it is sent to the Warden for review. The Fiscal



## Northpoint Training Center

Manager does the final approval to ensure purchasing guidelines are followed. Employees are required to seek quotes for the best value on purchases. Any unjustified purchase is denied.

NTC has excelled in creating fiscal savings in a number of areas. Our medical staff have been closely scrutinizing the pharmacy delivery sheet before sending it to Central Office for payment. In the first half of 2004 adjustments of overcharges saved the Department of Corrections \$40,000.



*Registered Angus Cattle Herd*

Also, since the first of the year, the physician and nurse practitioner have been ordering generic medication whenever possible. As an example, a change to a generic brand of stomach medication has resulted in approximate savings of \$1,800 per year. By utilizing the lower cost medications whenever possible, we have increased savings.

Another cost saving area concerns lockers for inmates. Northpoint Training Center repairs and repaints inmate's lockers for a cost of \$13.55 each. If we purchased new lockers, the cost would be \$167 each. Since January 1, 2004,

approximately 50 lockers have been refurbished for savings of \$7,600.

### Programmatic and Operational Areas

NTC has numerous program areas it is proud to acknowledge as excellent tools for reducing recidivism and equipping inmates with valuable skills for reintegration into society.

One area is the Academic School. From July 1, 2003, until July 1, 2004, 63 inmates received their General Education Diploma (GED).

The second area is our Technical School. Last year, 22 inmates received diplomas for completing one of four courses. These courses are: Carpentry, Electricity, Masonry, and Small Engine Repair. In addition, these schools handed out 94 certificates to inmates who had completed subsections of the courses working towards their diplomas.

NTC has exceptional participation by volunteers in conducting and maintaining inmate programs. NTC utilizes volunteers for such programs as Alcoholics Anonymous, Pre-Release, and Religious Services. The volunteers dedicate time and services for the betterment of inmates. The Pre-Release Program attracts the most volunteer participants. This area covers job placement, life skills, and parental responsibilities. Many inmates have been in custody for years and the Pre-Release Program is a huge benefit to both the in-

mates and society in order to prepare the inmate for reintegration into the community. Without volunteers, these programs would suffer greatly

### Conclusion

In conclusion, NTC has many accomplished areas it is proud of which includes, but is not limited to, our Vocational and Academic School Programs, our Volunteer Program and the professionalism of the staff. However, the area of greatest achievement is the relationship with the community. When NTC opened there was hostility in the region towards the institution. Since then, the local citizens have come to accept and respect the institution as an integral part of the community. Both Boyle and Mercer counties have praised the community involvement. NTC has provided inmate labor for cleaning up and working the fairgrounds and inmates have built gazebos for the Senior Citizens of the adjoining counties. In addition, NTC keeps the communities informed of any changes at the institution that impact the surrounding counties such as the new escape procedures.

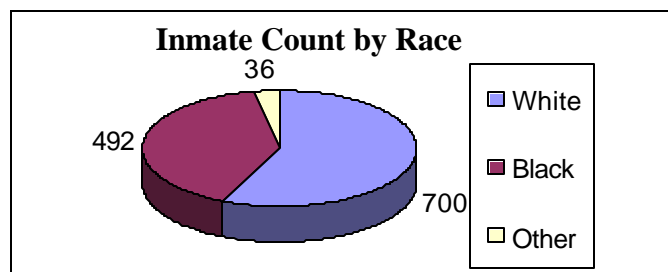




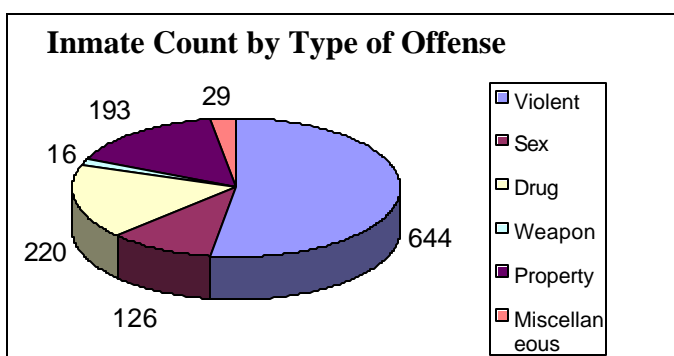
## Northpoint Training Center

Demographic Data

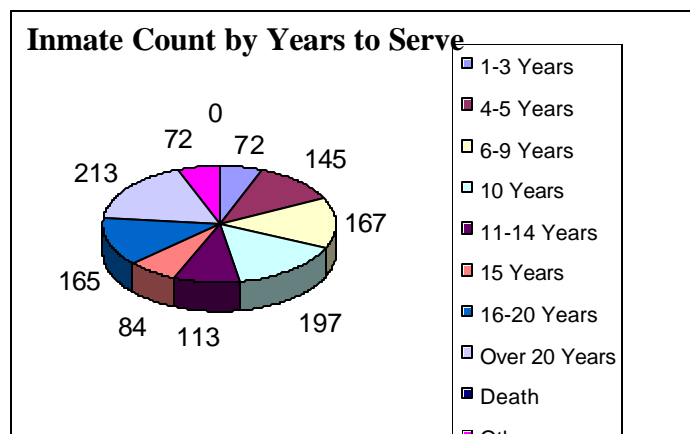
Race	Count	Percent
White	700	57.0%
Black	492	40.1%
Other	36	3.0%
<b>Total</b>	<b>1,228</b>	<b>100.0%</b>



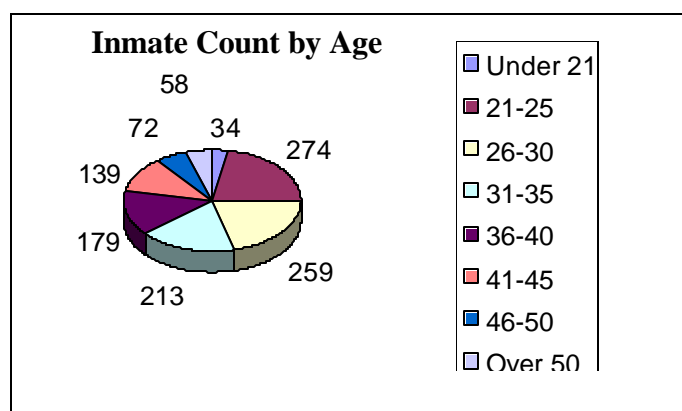
Type of Offense	Count	Percent
Violent	644	52.4%
Sex	126	10.3%
Drug	220	17.9%
Weapon	16	1.3%
Property	193	15.7%
Miscellaneous	29	2.4%
<b>Total</b>	<b>1,228</b>	<b>100.0%</b>



Years to Serve	Count	Percent
1-3 Years	72	5.9%
4-5 Years	145	11.8%
6-9 Years	167	13.6%
10 Years	197	16.0%
11-14 Years	113	9.2%
15 Years	84	6.8%
16-20 Years	165	13.4%
Over 20 Years	213	17.3%
Death	0	0.0%
Other	72	5.9%
<b>Total</b>	<b>1,228</b>	<b>100.0%</b>



Age	Count	Percent
Under 21	34	2.8%
21-25	274	22.3%
26-30	259	21.1%
31-35	213	17.3%
36-40	179	14.6%
41-45	139	11.3%
46-50	72	5.9%
Over 50	58	4.7%
<b>Total</b>	<b>1,228</b>	<b>100.0%</b>



## Roederer Correctional Complex



### Warden

**James B. Sweatt II**

Deputy Warden - Security  
Aaron Smith

Deputy Warden - Programs  
Paula Holden

Administrative Assistant  
Gayla McIntosh

Address  
P.O. Box 69  
LaGrange, KY 40031

FY 2004 Average Daily  
Population - 994

Staff - 264

Custody Level  
Medium

The Roederer Correctional Complex (RCC) opened August 28, 1976, originally as a 150 bed minimum security "work camp" institution to operate a 3,000 acre prison farm.

On December 1, 1987, Roederer Correctional Complex was converted to a medium/minimum security institution with 100 medium

and 152 minimum custody inmates.

The institution underwent another major transition on May 1, 1989, when it was transformed to the Assessment and Classification Center for the Kentucky Department of Corrections for all incoming state prisoners, excluding inmates with the death penalty sentence. The institution processes approximately 6,500 inmates per year.

RCC is situated approximately three miles south of LaGrange, Kentucky and approximately 20 miles north of Louisville, Kentucky.

The institution can accommodate an inmate population of 1,002 inmates. The capacity of RCC is comprised of 710 medium security beds, that house inmates within a fenced perimeter and 272 minimum security beds maintained outside of the secured perimeter.

RCC uses 630 of the medium security beds to house inmates entering the system as part of the Assessment Center for the Department of Corrections. The remaining 100 beds are used for permanent inmates to the institution, which are used as workers for providing the basic services to the institution.



*Clearing Brush at RCC*



*Warden James B. Sweatt II*

A

200 bed Substance Abuse Treatment Program opened July 2004, which is housed in Unit 5 and houses inmates as well as offenders on parole.

RCC has a two-fold mission within the Department of Corrections. The institution maintains a 3,000 acre farm. RCC also maintains the Assessment Center function of keeping 14 institutions operating at their capacity. During July 2003 – June 2004, a new Farm Office/Motor Pool was built with inmate labor.

During this period, RCC began its first college program. These projects were accomplished while also maintaining controlled intake at a very successful level. For the first time RCC now has 24-hour medical coverage. This was accomplished without increasing medical staff, but by utilizing existing staff in a more efficient manner.

### Reducing Recidivism

RCC sponsors Alcoholics Anonymous and Narcotics Anonymous Meetings, and provides a Substance Abuse Treatment Program which opened July 6. The institution offers diplomas in grounds

## Roederer Correctional Complex

keeping and horticulture technician training and a college program which currently has 30 inmates enrolled.. RCC has increased inmate involvement with community projects to slowly integrate our inmates back into society.

### Security Initiatives

RCC has established a unit concept which entails the same security and program staff being assigned to the 5 separate units at Roederer Correctional Complex. The consistency in work assignments enhances communication between staff and assists in establishing rapport with inmates. This allows a safer and more secure environment for the staff and inmates. Monitors are being installed in each control area of the wings and cameras will be installed in the units for better surveillance.

There are scheduled shakedowns inmate's visitors to enhance security and for training of the Corrections Emergency Response Team (CERT). The searches have been conducted with the assistance of the Kentucky State Police and their canine unit and have proven very successful.

In October 2003, the RCC CERT conducted a hostage negotiation involving the entire RCC Emergency Response Team as well as hostage negotiators.

### Fiscal Responsibility and Budgetary Compliance

The following steps were taken at RCC toward fiscal responsibility and budgetary compliance.

Pro-cards were reduced from seven to two for better control of all purchases through the Business Office.

A direct review of all purchase orders by the Warden prior to purchase keeps the warden informed of all purchases/operations throughout the institution.

The Warden and Fiscal Manager meet daily to discuss current and upcoming expenditures.



*RCC Plant Equipment*

### New Technology or Automated Enhancements

The Business Office and the Information and Technology Department work hand-in-with weekly discussions held between the two departments to discuss technology need. The Information/Technology Office has accomplished the following:

- Purchased, installed and setup a file server on site.
- Installed Fiber Optic cable and switches as well as two computers for the new Farm Building.
- Developed and implemented the RCC web page.
- Developed computer databases to track information regarding

institutional intake, classification and transfer information, inmate record scanning of files, Substance Abuse program, institutional radios inventory and tracking of repairs, Internal Affairs institutional gangs and inmate mail information, tracking of work orders for Information and Technology, farm fields, crop information, and crop spraying.

- Installed 3 time clocks for new payroll system.
- Installed surveillance camera to enhance security.
- Expanded the number of computers on site.

### Conclusion

At RCC, the mission continues to evolve and the staff continues to adapt to the required changes. The Boot Camp Program has been discontinued and a Substance Abuse Treatment Program established, with the staff easily making the transition from Boot Camp to Substance Abuse Treatment Program.

The Substance Abuse Treatment Program relies on volunteers and outside sources to operate many of the programs.



*Cattle Operations at RCC*  
At RCC, parrots are living on the grounds for the first time in a state

## Roederer Correctional Complex

correctional facility which could potentially create problems, however the staff at RCC has adapted with the operational and medical problems of these "halfway back inmates" (who cannot be treated by state medical staff).

This program continues to blossom and by the end of the year it

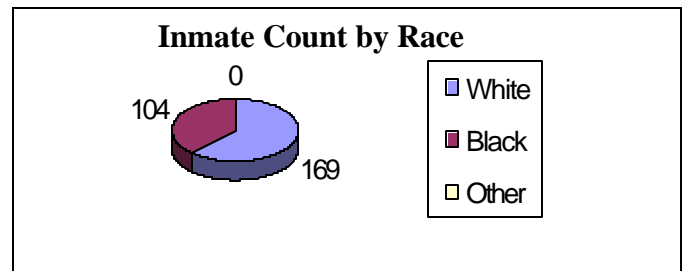
will be in full operation, with most day-to-day operational problems worked out. The staff in this program continue to grow together to create a team effort in this process.

With the growth of this program, RCC plans to take this to a higher level by involving mentors to help reduce the recidivism.

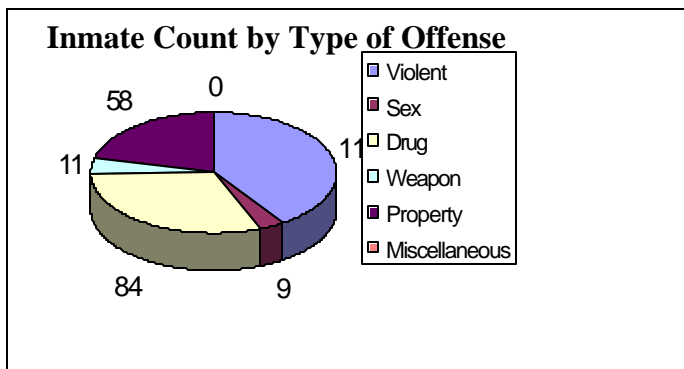
A major problem with inmates at this time is addiction to drugs, which continues to hamper their ability to function in society and causes them to come back time and time again. It is hoped that with more involvement from volunteers and the introduction of a mentoring program, this program will reach a new level of success.

### Demographic Data ( Main Complex)

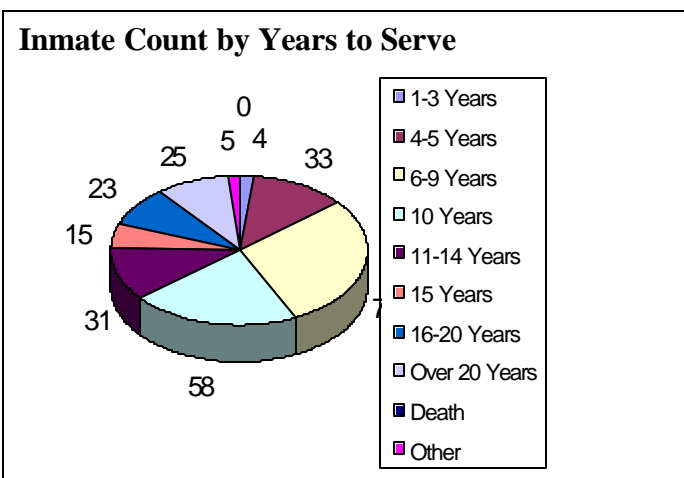
Race	Count	Percent
White	169	61.9%
Black	104	38.1%
Other	0	0.0%
<b>Total</b>	<b>273</b>	<b>100.0%</b>



Type of Offense	Count	Percent
Violent	111	40.7%
Sex	9	3.3%
Drug	84	30.8%
Weapon	11	4.0%
Property	58	21.2%
Miscellaneous	0	0.0%
<b>Total</b>	<b>273</b>	<b>100.0%</b>



Years to Serve	Count	Percent
1-3 Years	5	1.8%
4-5 Years	33	12.1%
6-9 Years	79	28.9%
10 Years	58	21.2%
11-14 Years	31	11.4%
15 Years	15	5.5%
16-20 Years	23	8.4%
Over 20 Years	25	11.2%
Death	0	0.0%
Other	4	1.5%

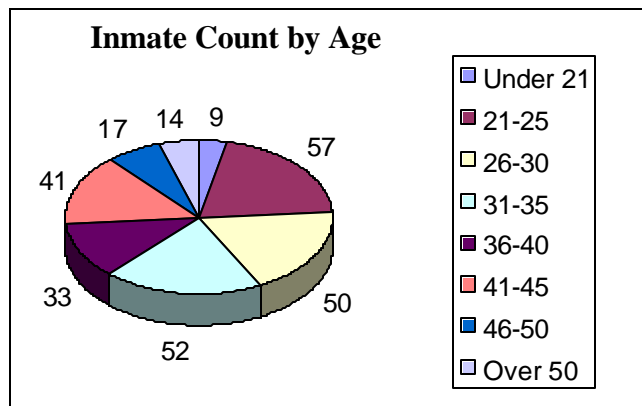




## Roederer Correctional Complex

### Demographic Data (Main Complex)

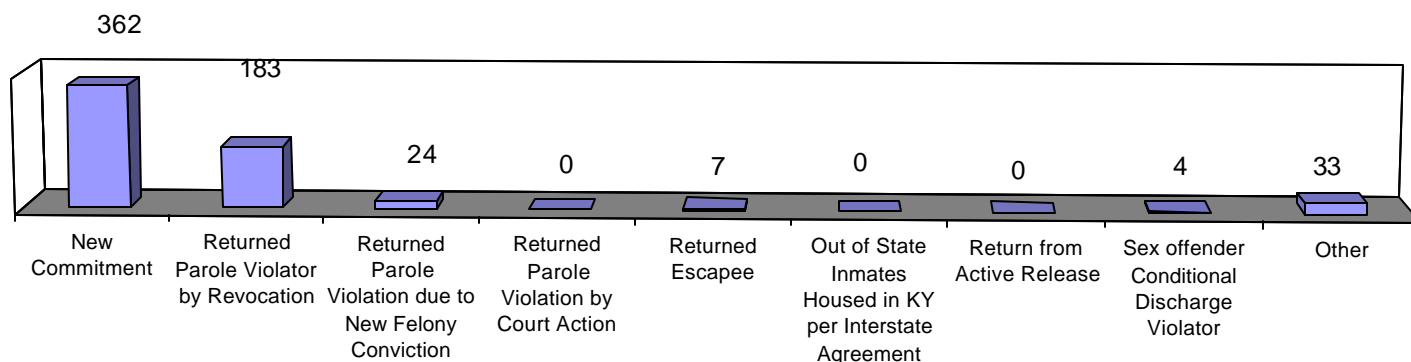
Age	Count	Percent
Under 21	9	3.3%
21-25	57	20.9%
26-30	50	18.3%
31-35	52	19.0%
36-40	33	12.1%
41-45	41	15.0%
46-50	17	6.2%
Over 50	14	5.1%
<b>Total</b>	<b>273</b>	<b>100.0%</b>



### Demographic Data (Assessment Center)

Type of Commitment	Count	Percent
New Commitment	362	70.3%
Returned Parole Violator by Revocation	183	18.5%
Returned Parole Violation due to New Felony Conviction	24	4.0%
Returned Parole Violation by Court Action	0	0.1%
Returned Escapee	7	40.8%
Out of State Inmates Housed in KY per Interstate Agreement	0	0.2%
Return from Active Release	0	0.1%
Sex offender Conditional Discharge Violator	4	0.3%
Other	33	4.5%
<b>Total</b>	<b>613</b>	<b>100.0%</b>

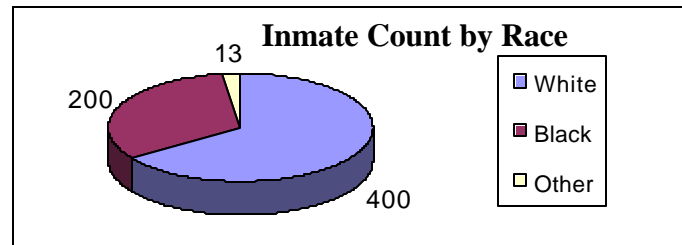
Population by Type of Commitment



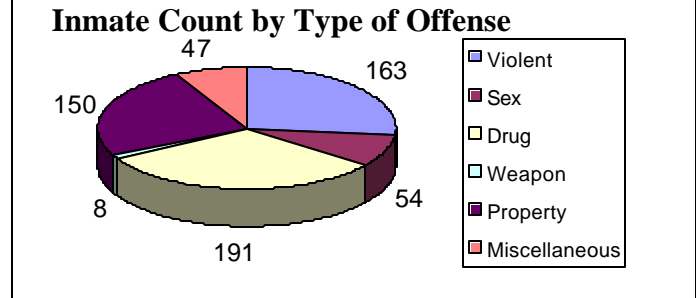
## Roederer Correctional Complex

### Demographic Data (Assessment Center)

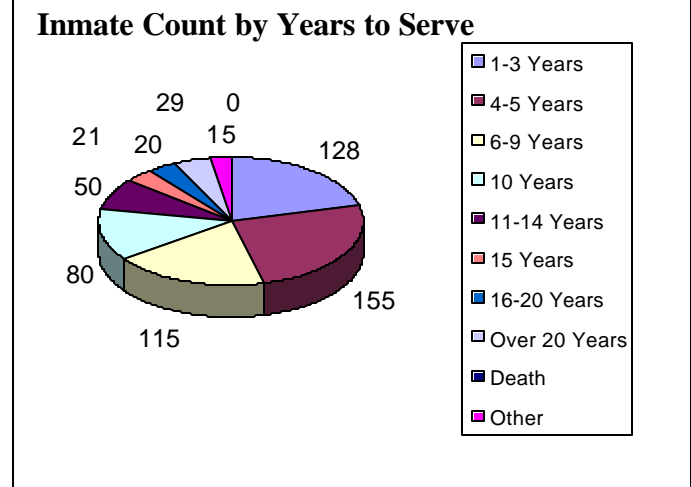
Race	Count	Percent
White	400	65.3%
Black	200	32.6%
Other	13	2.1%
<b>Total</b>	<b>613</b>	<b>100.0%</b>



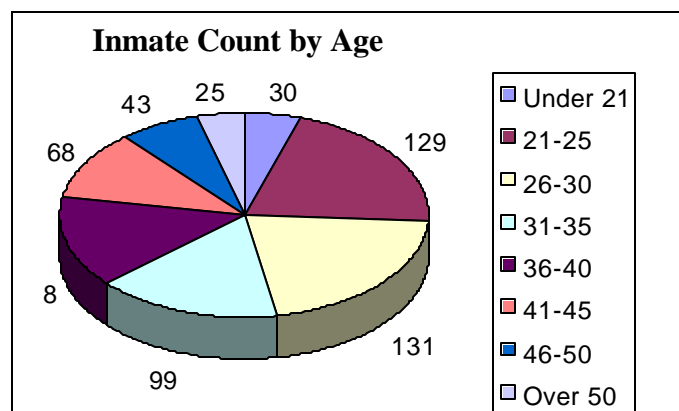
Type of Offense	Count	Percent
Violent	163	26.6%
Sex	54	8.8%
Drug	191	31.2%
Weapon	8	1.3%
Property	150	24.5%
Miscellaneous	47	7.7%
<b>Total</b>	<b>613</b>	<b>100.0%</b>



Years to Serve	Count	Percent
1-3 Years	128	20.9%
4-5 Years	155	25.3%
6-9 Years	115	18.8%
10 Years	80	13.1%
11-14 Years	50	8.2%
15 Years	21	3.4%
16-20 Years	20	3.3%
Over 20 Years	29	11.2%
Death	0	0.0%
Other	15	2.4%
<b>Total</b>	<b>613</b>	<b>100.0%</b>



Age	Count	Percent
Under 21	30	4.9%
21-25	129	21.0%
26-30	131	21.4%
31-35	99	16.2%
36-40	88	14.4%
41-45	68	11.1%
46-50	43	7.0%
Over 50	25	4.1%
<b>Total</b>	<b>613</b>	<b>100.0%</b>



## Western Kentucky Correctional Complex



**Warden**

Thomas L. Simpson

**Deputy Warden—Programs and Operations**

Becky W. Pancake

**Deputy Warden—Security**

Robert D. DeBoe

**Administrative Assistant**

Martha Greene

**Address**

374 New Bethel Road  
Fredonia, KY 42411

FY 2004 Average Daily Population - 633

Staff - 197

**Custody Level**

Medium

The Western Kentucky Correctional Complex (WKCC) was constructed in 1968 as a satellite facility of the Kentucky State Penitentiary (KSP). In 1977, this facility became a separate minimum institution called the Western Kentucky Farm Center. In 1989, the institution was converted to a medium-security facility. The name of the institution was changed to Western Kentucky Correctional Complex in

July 1990. The institution houses 650 inmates and includes a 180-bed minimum-security unit, 44 cells in a special management unit, and 426 medium custody inmates housed in three open wing dormitories within the secured perimeter.

Inmates are offered academic and vocational programs along with employment opportunities that prepare them to be capable of contributing to society in a positive manner upon release. The facility has been accredited with the American Correction Association since 1988. The institution has successfully completed re-accreditation six times, with the most recent audit in April 2003, achieving a compliance score of 99.5%.

WKCC is a farming operation, situated on 2,200 acres, with a herd of over 600 beef cattle, 350 acres of corn and 150 acres of soybeans. There is also a 21-acre garden and apple orchard, as well as a composting operation.

### Highlights:

In January, 2004, a special management unit comprised of a 44-cell unit was opened to house disciplinary problems, thus eliminating the need to transport inmates to other institutions for segregation. The unit was designed with staff safety in mind by utilizing the latest design technologies. This allows the institution to address inmate discipline in a safe environment for both staff and inmates. Inmate visitation for the unit is provided by closed circuit video. The unit also utilizes a video surveillance system with



*Warden Thomas L. Simpson*

24-hour recording, monitored by the control center officer. With the addition of the segregation unit, 24-hour medical coverage was required. WKCC now has 24-hour medical coverage for the first time in the history of the institution.

WKCC was recognized at the annual Pennyryle Area Development District meeting in June 2004. The facility received the distinguished W. W. "Bill" Bryan Memorial Award for its exemplary regional cooperation in the development of Pennyryle West Park Industrial Park.



*WKCC Inmates bush-hogging*

The institution successfully managed and operated a farming operation which produced a profit of \$65,000.00 from livestock and grain production, while expanding its cattle herd by 70 and

## Western Kentucky Correctional Complex

maintaining nearly 70,000 bushels of corn into the 2004/2005 fiscal year. The garden and apple orchard produced nearly \$150,000.00 in fresh fruit/produce for this facility and two other nearby correctional facilities. Inter-agency assistance is also provided by the composting operation for wet garbage from our facility, KSP and two nearby state parks. Over 150,000 gallons of garbage were composted, providing a savings in waste disposal of \$35,000.00 annually.

The farm program was the recipient of the Conservation Achievement Award for diversity in farming, soil conservation, and water quality in 2004.



*WKCC Control Center Special Management Unit*

### Reducing Recidivism

Inmates are provided many program opportunities to improve themselves and to make more responsible choices upon their return to society. With an emphasis on education, assignment to school is mandatory for those without a high school diploma or GED.

Along with the academic, vocational and college programs,

WKCC provides a Sex Offender Treatment Program. Lyon County School system and WKCC established a collaboration to provide a literacy and parenting program called Even



*WKCC Wallstand #3*

Start to the inmate population. Two other programs designed to help inmates are Bridges to Freedom and New Life Behavior. For inmates with substance abuse, AA, NA, and Alcohol and Drug Addictions programs are available.

### Security Initiatives

This facility has four wall towers around its perimeter staffed twenty-four hours seven days a week. The perimeter consists of two 11-foot fences with razor wire. This perimeter serves as the main line of defense to maintain custody of inmates and for the protection of the community. Since its installation in 1989, there have been no escapes from within the perimeter. Internal security consists of 141 security personnel managing three shifts, the use of a video surveillance and monitoring system, a 33 member CERT and daily security inspections.

Staff safety has been taken into consideration through the purchase of personal body alarms for those staff that do not carry radios. All radios are equipped with panic buttons which, when activated, display the name of the owner on a control unit. Staff are dispatched to ensure the safety of the person activating the alarm.

Safety for inmates, has been emphasized and free weights removed from the inner perimeter of the institution. Free weights have been replaced with weight machines to eliminate the possibility of weights being used as a weapon for assault.

### Fiscal Responsibility and Budgetary Compliance

In February 2004, a one-million BTU boiler, which required monthly inspections and costly chemicals, was replaced with two gas pack units. The first month after the BTU boiler was replaced, the cost savings in gas, water, and electricity combined was \$3,000.

The facility changed to one type of air conditioning unit. Previously, the institution was stocking 18 different brands of replacement parts for these various units. By changing to one type, the institution stocks only one brand of replacement parts, thus, increasing efficiency and savings. The Maintenance Department replaced existing shower units with new units that significantly reduced costs in parts labor.

Energy efficient windows were installed in living units.



## Western Kentucky Correctional Complex

### Programmatic and Operational Data

Since the opening of the segregation unit, the number of inmates being transported from the facility has declined from a monthly average of 86 to 54. With this reduction, public safety is increased with fewer inmates out of the secured facility on public roads.

The Fiscal Year resulted in 63 inmates achieving GED's. The first Bridges to Freedom program had 22 inmates that completed the ten week class with a curriculum con-



*WKCC Inmates building new fence*  
sisting of team building, anger, stress and time management, problem solving, communication, life planning, values and job application, and interview skills. The Even Start program is available to inmates with children zero to eight years of age. Participants may earn extra visitation time with their child giving them the opportunity to practice parenting skills.

WKCC provides a total of five community inmate work details: four are used in Lyon County, and one is used in Marshall County for the Forestry Department in Gilbertsville. These details provide employment to 30 inmates.

### New Technology or Automated Enhancements:

In April 2004, a closed circuit TV system was implemented for persons visiting inmates in the segregation unit. This enhancement to the security of the institution allows visitation, without removing the inmate from the segregation unit and locates the visitor in a remote building. This prohibits the exchange of contraband and provides for a more efficient use of staff time.

Experience and knowledge of the institutional technology staff enabled the facility to produce a savings of several thousand dollars by performing many technological duties in-house as opposed to out-sourcing. Technology staff upgraded network infrastructure in several buildings throughout the facility, replacing network equipment and wiring, switches, fiber optic cable, plenum phone cable, etc.

The newly constructed segregation unit's computer and phone service were installed by technology staff.

### Conclusion:

While money, equipment, and other resources are important to the institution's success, without quality staff, success is limited. The employees of WKCC are dedicated and committed to their profession and the institution. This can-do attitude is prevalent throughout. Whether it is maintaining the farm operation, installing new equipment and systems, renovation or construction of buildings, to minimizing overtime



*WKCC  
View of Compound from Wallstand #2*

and maintaining fiscal responsibility.

The performance and excellence of staff are best summed up by the nationally recognized American Correctional Association in their comments toward WKCC staff: "All staff were positive, knowledgeable and skilled at their job, and possessed a high level of commitment. Staff was professional, motivated to do a good job, feel as a part of the team, and enjoy the work and the challenges".

This facility is committed to the principles of excellence within the Department of Corrections and the Commonwealth of Kentucky.

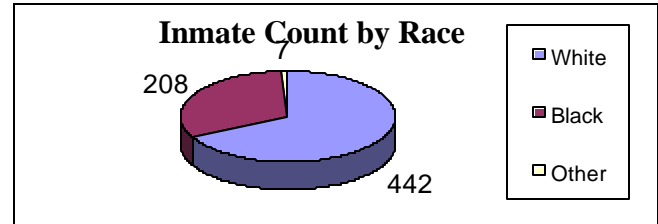


*WKCC Recycling Center*

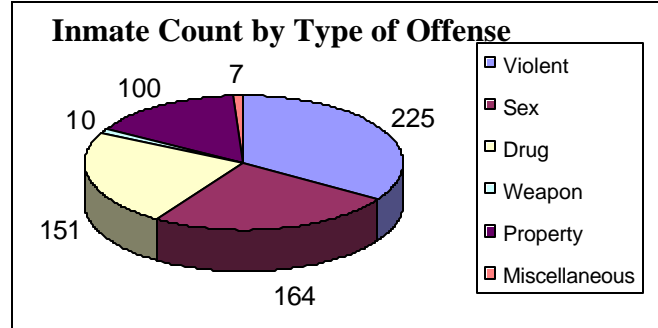
## Western Kentucky Correctional Complex

Demographic Data

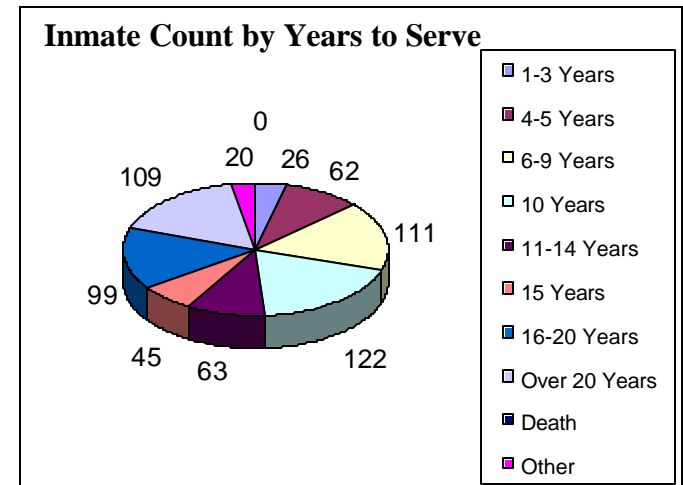
Race	Count	Percent
White	442	67.3%
Black	208	31.7%
Other	7	1.1%
<b>Total</b>	<b>657</b>	<b>100.0%</b>



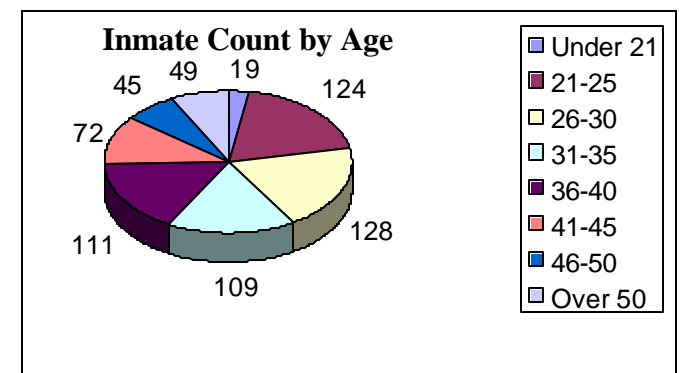
Type of Offense	Count	Percent
Violent	225	34.2%
Sex	164	25.0%
Drug	151	23.0%
Weapon	10	1.5%
Property	100	15.2%
Miscellaneous	7	1.1%
<b>Total</b>	<b>657</b>	<b>100.0%</b>



Years to Serve	Count	Percent
1-3 Years	26	4.0%
4-5 Years	62	9.4%
6-9 Years	111	16.9%
10 Years	122	18.6%
11-14 Years	63	9.6%
15 Years	45	6.8%
16-20 Years	99	15.1%
Over 20 Years	109	11.2%
Death	0	0.0%
Other	20	3.0%
<b>Total</b>	<b>657</b>	<b>100.0%</b>



Age	Count	Percent
Under 21	19	2.9%
21-25	124	18.9%
26-30	128	19.5%
31-35	109	16.6%
36-40	111	16.9%
41-45	72	11.0%
46-50	45	6.8%
Over 50	49	7.5%
<b>Total</b>	<b>657</b>	<b>100.0%</b>



## Little Sandy Correctional Complex



**Warden**  
**Gary Beckstrom**

Address  
Route 1 Box 941  
Sandy Hook, KY 41171-9737

Opening  
1<sup>st</sup> Quarter 2005

Staff - In Process

Custody Level  
Medium

Nestled in the rural eastern Kentucky setting of Elliott County, Little Sandy Correctional Complex (LSCC) is the newest addition to the Department of Corrections. LSCC is scheduled for occupancy in early 2005 with a Phase I capacity of 961 inmates.

The design of the institution emphasizes a "Direct Supervision" model that maximizes the interaction between inmates and staff. A

number of technological advances have been incorporated in the design to decrease the normal operational expenses.

The largest geo-thermal system currently utilized in a correctional facility will have a significant impact on reducing utility expenses.

Touch screen electronics and an elaborate camera system will enhance the security of the public and those confined within the institution.

The design further incorporates an infrastructure that has an expansion component for another 800 inmates with the ground-up construction of two living units.

### Programmatic and Operational Data

To meet the diverse program needs and to support the rehabilitative process, the facility will offer a wide array of behavioural and educational opportunities. Behavioural programs related to the various areas of substance abuse, parenting, reintegration to society and basic living skills are planned. In addition, GED classes and vocational training will be offered. Eventual inclusion of post-secondary education is projected.

The institution will employ between 230 to 240 staff with the majority being uniformed security staff.

An on-site training facility is in place that has been selected as the Eastern Regional Training Center for training LSCC staff, as well other institutions, jails, and Proba-



*Gary Beckstrom, Warden*

tion and Parole staff. Included with the training facility is a firearms qualification range constructed to NRA specifications.

Inmate management will be achieved through direct supervision. This model encourages interaction between staff and inmate. The interaction allows staff to assess not only the individual needs of the inmate, but also allows for a constant monitoring of the overall mood of the inmate population. Direct supervision has proven to be an effective management tool in the medium security environment. While utilizing this method of controlling and meeting the needs of the general population, the perimeter remains secure by utilizing double row fencing and a state of the art fence alarm system.

### Conclusion

In summary, this institution has been designed to meet the security and safety needs of the public, staff and inmates while providing the program opportunities for the inmate population to implement real change.



## Marion Adjustment Center



### Warden

**Caroline Mudd**

Assistant Warden—Programs  
Mike Huff

Assistant Warden –Operations  
Arvil Chapman

Chief of Security  
Cabrina Gadberry

Address  
95 Raywick Road  
St. Mary, KY 40063

FY 2004 Average Daily  
Population - 557

Staff—181

Custody Level  
Minimum

In 1986, Marion Adjustment Center (MAC) was established through U. S. Corrections Corporation (USCC), under contract with the Commonwealth of Kentucky as the first privately owned and operated adult male correctional facility in America. The Marion Adjustment Center is located in St. Mary, Kentucky just five miles from Lebanon, Kentucky, in Marion County, on the site of what was at one time a Catholic college operated by the Jesuit Priests which opened to stu-

dents in 1821. From 1929 until 1971, it was St. Mary's Catholic Seminary. In 1984, the property was sold to U.S. Corrections Corporation. Since January 1986 the facility has been in operation. In April 1998, Corrections Corporation of America assumed ownership of Marion Adjustment Center.

MAC has taken the former St. Mary's College and added and renovated. Initially, only 200 inmates were housed at Marion Adjustment Center. Today there are 826 inmates are being housed under this contract.

MAC has taken the former St. Mary's College and added and renovated. Initially, only 200 inmates were housed at Marion Adjustment Center. Today there are 826 inmates are being housed under this contract.

The entire facility is comprised of twenty-six (26) buildings and spans 120 acres. The St. Mary Unit consists of four (4) housing units. The Bluegrass Unit consists of three (3) housing areas and is located on the opposite side of the facility. The Columbia Unit consists of four (4) separate secure housing units (A,B, D&E) with a separate segregation unit (C).

Minimum security inmates contracted through the Kentucky Department of Corrections are serving a median sentence length of ten (10) years however they are within forty-eight (48) months of parole eligibility or minimum expiration dates by the time they arrive at MAC.

The facility has maintained Ameri-



*Caroline Mudd, Warden*

can Correctional Association Accreditation for the past twelve (12) years. In June 1992, MAC was audited by the American Correctional Association and was awarded a 100% rating for its initial accreditation. The facility has been reaccredited four times to date with the most recent being the 100% rating



achieved this year. This is a reflection of the commitment of the staff and the inmates to meet the goals and philosophy of ACA toward making productive citizens of our inmates.

### Highlights

Significant accomplishments achieved by this institution in 2004 included:

In January 2004, the Marion Adjustment Center began housing Vermont inmates in the Columbia



## Marion Adjustment Center

Unit. In June 2004, due to mutual agreement between CCA and the State of Vermont, the Vermont inmates were transferred to Lee Adjustment Center.

Upon the transfer of the Vermont inmates, Marion Adjustment Center increased the number of beds contracted through the State of Kentucky. This expanded MAC's Lifeline Substance Abuse Program to the largest in the state.

Part of the changes implemented due to the increase in the number of Kentucky inmates was the creation of a Community Placement Coordinator position to manage and coordinate releases of inmates into the community.

The staffing was increased and reorganized involving the expansion of the medical department, the addition of 7 Correctional Officers, 8 Senior Correctional Officers an additional Community Service Officer and an Assistant Warden.

In May 2004, Marion Adjustment Center participated in its fourth American Correctional Association Reaccreditation with the rating of 100%.

### Programs

The primary purpose of this facility is to prepare the individual for return to the community as a responsible citizen. Through the programs offered, it is hoped that the inmates will leave to become responsible, productive members of society. Those programs include:

**Lifeline Substance Abuse Program** – This program assists inmates in dealing with substance

abuse problems. This behavior modification program strives to provide participants with the necessary tools to go back into the community and have the ability to remain sober and make a positive contribution to society. This is achieved through physiological detoxification, behavior modification and spiritual evolution. The program effects positive and permanent changes in the lives of offenders suffering from alcohol and drug addiction. LifeLine offers its residents the opportunity to develop pro-social values and behavior by learning to live together in a highly structured environment.

**Narcotics Anonymous and Alcohol Anonymous** – These are ongoing support groups with the purpose of giving encouragement to recovering drug and alcohol addicts.

**Educational Programs** – MAC provides a comprehensive educational program ranging from adult basic education and GED preparation. MAC also provides vocational training for inmates in areas of drafting, building & apartment maintenance, upholstery and horticulture. Optional college courses are offered and coordinated through Campbellsville University. All of the flowers on grounds are provided and kept up through the horticulture program.

**Recreational Programs** – Inmates at MAC are afforded the opportunity to participate in indoor and outdoor recreation throughout the day, seven days a week. Special recreational activities are periodically offered under the direct su-

pervision of the Recreation Supervisor and his staff. Inmate workers are utilized to assist with the recreational program. Some special activities include outside community resources participating in recreational events along with inmate tournaments. Many times, these events are requested by the inmate population.

**Work Opportunities** – Inmates work inside and outside the institution in areas such as food service, laundry and maintenance. Inmates gain experience and develop work habits that will prove beneficial when returning to mainstream society. Inmates with a Level one (1) custody may participate in the community service work programs outside the perimeter of the institution. Some examples of their work include assistance with set up and clean up for the annual Marion County Country Ham Days festival and Adopt-a-Highway where thousands of bags of liter have been picked up throughout the county. Inmates have also played a vital role in the renovation of Centre Square, a former middle school which is in the process of being transformed into a community recreation and education center. The inmates are also currently involved in the renovation of the old Bradfordsville High School which is being converted to a community center for the city of Bradfordsville.

**Religious Services** – Meeting the religious needs of such a diverse population is often difficult. As such, those needs are met by our full-time Chaplain and many volunteers who offer programs and

## Marion Adjustment Center

services as needed. MAC currently conducts nine- (9) to twelve- (12) services a week through faithful services of 375 volunteers for Protestant, Catholic, Jehovah's Witness and Muslim inmates. In addition to these services, special services are scheduled as needed.

### Security Initiatives

Some of the security initiatives that were accomplished in 2004 include:

- The installation of approxi-

mately 20 additional security cameras. All of the new cameras have digital recording capability.

- Ongoing development of the Marion Adjustment Center Special Operations Response Team.
- Completion of re-keying locks in St. Mary's and Bluegrass units.
- Review and revision of Key / Tool control at the facility to accommodate the medium security transition. With limited modifications, the higher security standards of keys and tools have

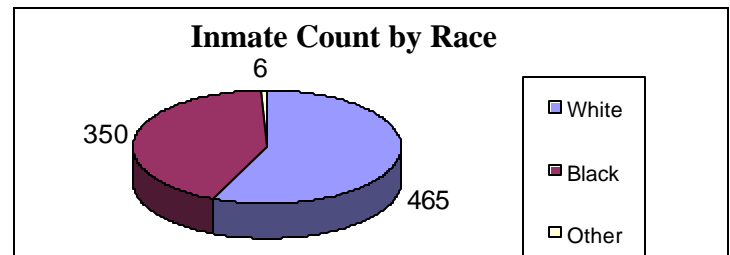
been maintained despite the return to minimum security status.

### Conclusion

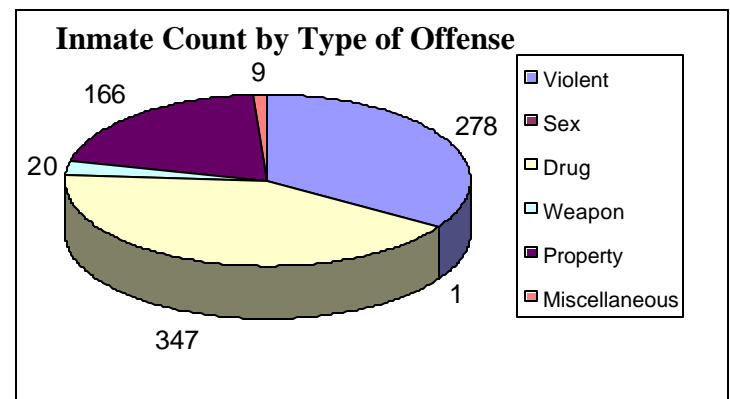
The year of 2004 has been full of challenge and accomplishment for the staff of Marion Adjustment Center. The challenge of two mission changes, an American Correctional Association Reaccreditation and staffing changes have been met with professionalism and perseverance by the dedicated staff that make Marion Adjustment Center a success.

## Demographic Data

Race	Count	Percent
White	465	56.6%
Black	350	42.6%
Other	6	0.7%
<b>Total</b>	<b>821</b>	<b>100.0%</b>



Type of Offense	Count	Percent
Violent	278	33.9%
Sex	1	0.1%
Drug	347	42.3%
Weapon	20	2.4%
Property	166	20.2%
Miscellaneous	9	1.1%
<b>Total</b>	<b>821</b>	<b>100.0%</b>

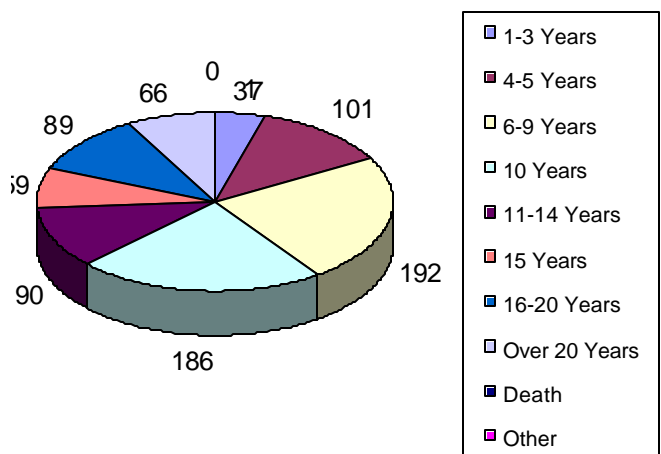


# Marion Adjustment Center

## Demographic Data

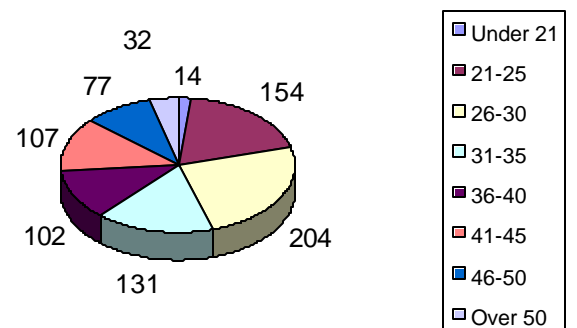
Years to Serve	Count	Percent
1-3 Years	37	4.5%
4-5 Years	101	12.3%
6-9 Years	192	23.4%
10 Years	186	22.7%
11-14 Years	90	11.0%
15 Years	59	7.2%
16-20 Years	89	10.8%
Over 20 Years	66	11.2%
Death	0	0.0%
Other	1	0.1%
<b>Total</b>	<b>821</b>	<b>100.0%</b>

**Inmate Count by Years to Serve**



Age	Count	Percent
Under 21	14	1.7%
21-25	154	18.8%
26-30	204	24.8%
31-35	131	16.0%
36-40	102	12.4%
41-45	107	13.0%
46-50	77	9.4%
Over 50	32	3.9%
<b>Total</b>	<b>821</b>	<b>100.0%</b>

**Inmate Count by Age**



## Lee Adjustment Center



**Warden**  
**Randy Stovall**

Deputy Warden -

Assistant Warden  
ReDonna Stivers

Address  
P.O. Box 900  
Beattyville, KY 41311

FY 2004 Average Daily  
Population - 541

Custody Level  
Medium

Lee Adjustment Center opened in September 1990 as a 500-bed minimum-security facility housing adult male offenders under contract with the Kentucky Department of Corrections. In 1999, an additional 256-bed housing unit and 50-bed segregation unit were constructed and the facility was upgraded to a medium-security

prison. In addition to housing Kentucky felons, the facility began housing out-of-state inmates in February 2004 for the Vermont Department of Corrections. The America Correctional Association (ACA) first accredited this institution in 1993. The facility has been reaccredited three times with the most recent occurring in September 2002. In this reaccreditation, the facility received a score of 100% compliance with ACI 3<sup>rd</sup> Edition Standards.

### Management

In August 2003, CCA announced the transfer of longtime Warden David Gilpin to oversee operations at CCA's Marion County Jail II in Indianapolis, Indiana. Following Gilpin's departure, Mississippi native Randy Eckman held the position until September 2004.

On September 19, 2004 Randy Stovall assumed the Warden's position at Lee Adjustment Center. Warden Stovall joined Corrections Corporation of America in 1995 following a 20-year career with the Texas Department of Criminal Justice and most recently served as warden at CCA's Otter Creek Correctional Center at Wheelwright, Kentucky.

### Highlights

The most notable accomplishment for fiscal year 2004 is the transition into a two-contract facility. The decision to integrate the Vermont population with the existing Kentucky population is the first venture of this type in the state of Kentucky.



*Randy Stovall, Warden*

The integration of the two populations, for the most part, has been successful. However, on September 14, 2004 a group of Vermont and Kentucky inmates began a disturbance that resulted in severe property damage to the institution. The uprising totally destroyed one building and several others were damaged. Although the incident resulted in major operational difficulties, there were no escapes as a result of the incident and no serious injuries. As a result of an investigation by the Kentucky State Police, 26 inmates were indicted by the Lee County Grand Jury for acts related to the disturbance. There was no evidence found that indicated a problem between the two populations led to the uprising. It was concluded by a Kentucky DOC investigation that the primary factor in the uprising was the management style and related actions by the former warden who implemented significant changes too quickly and without proper communication.



## Lee Adjustment Center

### Reducing Recidivism

Lee Adjustment Center continued to offer the inmate population access to various

educational opportunities in 2004. Inmates completing the academic or vocational programs offered have greater opportunity to obtain and maintain employment following their release.

Adjustments were made to the facility's jobs program to better mirror a free-world work environment. The job application and termination process were modified and workers are being held more accountable for their job performance.



*Vocational Training At Lee Adjustment*

### Security Enhancements

Security enhancements at Lee Adjustment Center during the period include the installation of six additional cameras, construction of several management fences and the installation of more than a thousand feet of razor ribbon to reinforce existing fences. Approximately 35 additional security positions were created with the addition of the Vermont contract.

### Programmatic Achievements

The education department completed fiscal year 2004 with 72 inmates receiving their GED diplomas. This reflects a 90% percent success rate based on the total number of inmates taking the GED test. Of the 14 state and contract adult correctional facilities in the state, Lee Adjustment Center ranks second for the number of diplomas awarded for the physical year.

In October an extensive project of refurbishing a trolley for the Beattyville/Lee County Chamber of Commerce was completed. For several months, students in the vocational carpentry class worked diligently to complete the task and facility maintenance staff also assisted with various aspects of the project.

The vocational culinary arts program was enhanced to provide students with more hands-on experience in actual food preparation. Staff also benefit from this change as they are permitted to purchase meals prepared by the students. A new self-contained kitchen for the culinary arts program was nearing completion at the end of the fiscal year.

### Operational Achievements

During this period, Lee Adjustment Center experienced two Corporate Operational Audits which are similar to, if not more complex than, ACA audits. A score of 99.6% was achieved during the June audit, up from the score of 98.8% last July. With the hard

work and dedication of staff, we were able to increase our score despite the major changes that have occurred within the facility during the year.

### Technology Enhancements

All facility computer equipment was upgraded during fiscal year 2004 and use of a video conferencing system was introduced. We are in the process of acquiring additional equipment that will enable us to offer video visitation to the inmate population.

### Conclusion

For over a decade Lee Adjustment Center has provided the Kentucky Department of Corrections with quality correctional services. Each year we strive to implement new programs and make operational changes to enhance our customer satisfaction to a higher level. In the upcoming year, Kentucky will reap many benefits from the addition of the Vermont contract. Increased medical coverage and video visitation are just two of the many advantages the Department will receive.

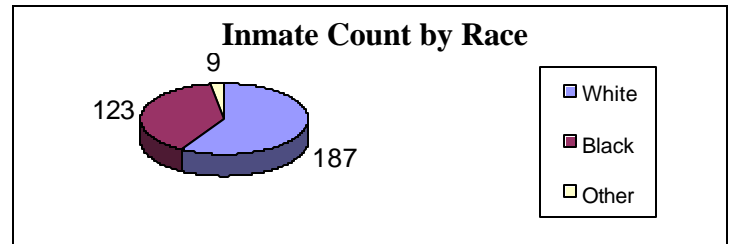


*GED Class At Lee Adjustment Center*

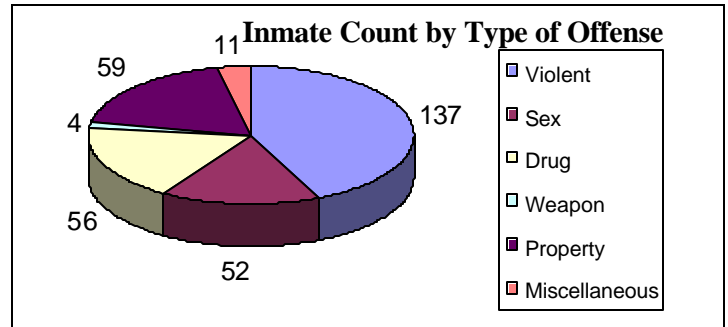
# Lee Adjustment Center

## Demographic Data

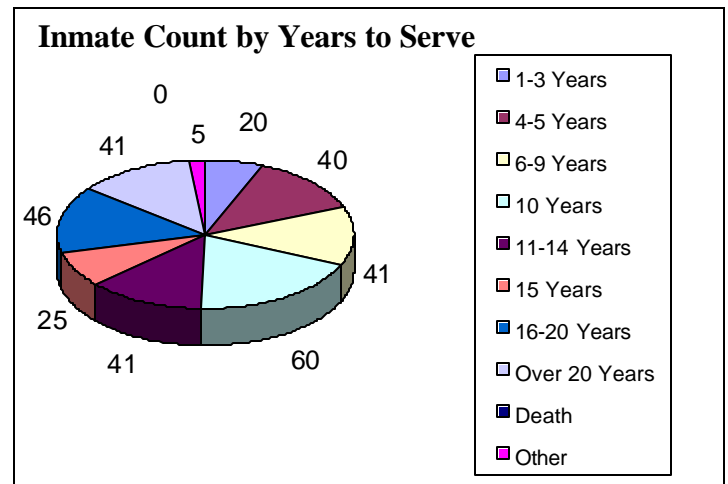
Race	Count	Percent
White	187	58.6%
Black	123	38.6%
Other	9	2.8%
<b>Total</b>	<b>319</b>	<b>100.0%</b>



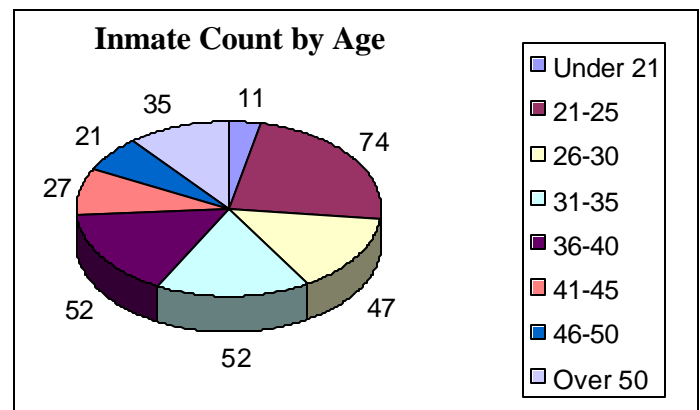
Type of Offense	Count	Percent
Violent	137	42.9%
Sex	52	16.3%
Drug	56	17.6%
Weapon	4	1.3%
Property	59	18.5%
Miscellaneous	11	3.4%
<b>Total</b>	<b>319</b>	<b>100.0%</b>



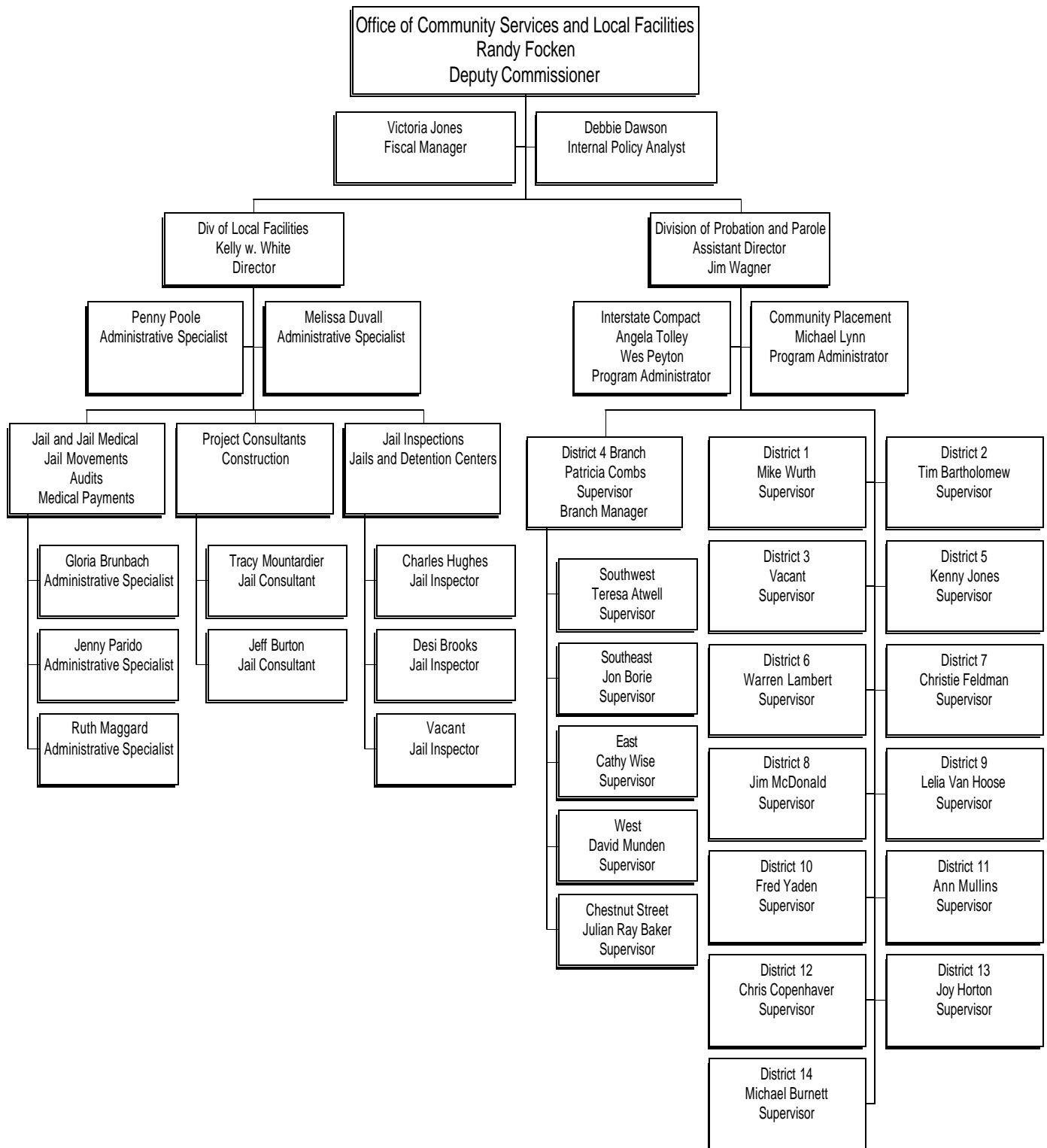
Years to Serve	Count	Percent
1-3 Years	20	6.3%
4-5 Years	40	12.5%
6-9 Years	41	12.9%
10 Years	60	18.8%
11-14 Years	41	12.9%
15 Years	25	7.8%
16-20 Years	46	14.4%
Over 20 Years	41	11.2%
Death	0	0.0%
Other	5	1.6%
<b>Total</b>	<b>319</b>	<b>100.0%</b>



Age	Count	Percent
Under 21	11	3.4%
21-25	74	23.2%
26-30	47	14.7%
31-35	52	16.3%
36-40	52	16.3%
41-45	27	8.5%
46-50	21	6.6%
Over 50	35	11.0%
<b>Total</b>	<b>319</b>	<b>100.0%</b>



# Office of Community Services and Local Facilities Organization Chart



# Office of Community Services and Local Facilities

## Central Office Staff

### Deputy Commissioner

**Randy Focken**

Executive Secretary  
Christie Rarick

Internal Policy Analyst  
Debbie Dawson

### Probation and Parole

Assistant Director  
Jim Wagner

Administrative Assistant  
Diana Eads

### Local Facilities

Director  
Kelly W. White

Administrative Assistants  
Penny Poole  
Melissa Duvall

Randy Focken was appointed in March 2004 as Deputy Commissioner over the Department's Community Services Division. This division encompasses Probation and Parole and Local Facilities.



*Randy S. Focken, Deputy Commissioner*

tion and Parole and Local Facilities.

### The Division of Local Facilities

As of November 2004 the Division of Local Facilities managed in excess of 6191 state inmates that are housed in the 74 full service detention centers, 21 restricted custody centers, 2 regional detention centers and 14 life safety centers across the state.

The Division of Local Facilities is comprised of four branches: Jail Services, Jail Medical, Inmate Work Program and Jail Funding.

### Jail Services Branch

The Jail Services Branch is responsible for inspecting jails on a biannual basis to ensure that all jails are in compliance with the Kentucky Jail Standards.

The branch also provides technical assistance in jail operations, policy and procedure development, and staff training. In addition, the Branch provides technical assistance with all phases of jail renovation and new construction. This assistance includes site selection, reviewing and approving all architectural drawings, and construction monitoring.

### Jails Medical Funding Branch

The Jails Medical Funding Branch is responsible for the oversight of the funding for medical services that are provided to state inmates that are housed in local jails. In Fiscal Year 2004, this branch provided \$873,190.70 in direct payments to providers of medical



*Kelly W. White, Director, Local Facilities*

coverage to state inmates. This Branch provided \$781,307.24 in catastrophic medical coverage, \$931,100 in restricted medical payments, and \$3,604,642.68 in medical per diem directly to the county detention centers.

### Inmate work Branch

The inmate Work Branch provides payment for work that inmates have performed for the counties where they are incarcerated. In FY 2004 this branch provided \$337,760.49 in direct payments to the inmates for work they performed. These inmates provide valuable community service work that is equivalent to more than \$2,000,000 per month.

### Jail Funding Branch

The Jail Funding Branch is responsible for the reimbursement of the local jail per diem. In FY 2004, this branch provided \$42,949,748.26 in direct payment



## Office of Community Services and Local Facilities

to the counties for housing the state inmates. This branch also provided \$13,566,900 by way of the jail allotments.

### Division of Probation and Parole

The primary function of the Division of Probation and Parole is to protect the citizens of the Commonwealth through the supervision of offenders who have been placed on probation by the courts or released to parole supervision by the Parole Board.

There are 120 counties in the Commonwealth of Kentucky which are currently organized into 14 Probation and Parole districts.

At the end of June 2004 the Division of Probation and Parole's 306 officers supervised 28,369 offenders and completed over 16,200 Pre-Sentence investigations.

The Division of Probation and Parole also provides services for Halfway House pre-release programs, Community Centers, and prisoner controlled intake.

In addition to the supervision of probationers and parolees, Probation and Parole Officers provide investigative services to the courts and to the Parole Board, as well as rehabilitation services and assistance in employment and home placement services to offenders.

Various duties include; court appearances and testimony, reports to the releasing authorities, home visits, drug and alcohol testing, transportation of prisoners, referrals to appropriate resources, monitoring payment of fees, restitution and community service

work.

The Division of Probation and Parole is also responsible for the administration of the Interstate Compact, the placement office, and processing Civil Rights Restoration requests submitted by ex-offenders.

In 2004, the Interstate Compact processed over 1,300 transfer requests from other states to Kentucky and over 1,500 requests transferring from Kentucky to other states. The Placement Office processed over 3,300 parole plans in FY 2004, and more than 1,200 Civil Rights Restoration applications were processed.

Through the supervision of offenders in the community, the services provided by the Division of Probation and Parole save the citizens of the Commonwealth of Kentucky thousands of dollars every day. There is a savings of approximately \$43.00 per offender, who is supervised in a community setting.

Offenders under supervision by the Probation and Parole Office are required to obtain and maintain full-time employment as a condition of their release. Offenders may also be required to pay towards the cost of supervision and make restitution to their victims.

Last Fiscal Year, more than \$2,000,000.00 in supervision fees was collected from offenders and placed into the General Fund of the Commonwealth of Kentucky. Offenders also paid more than \$2,900,000.00 in restitution while performing over 23,600 hours of community service work last year.

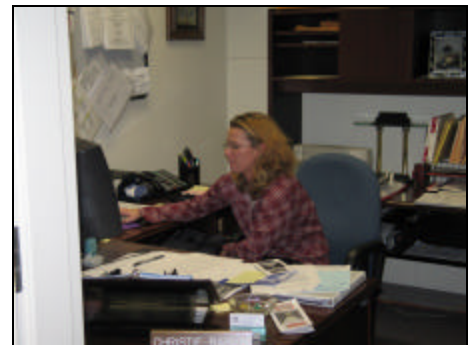


*Jim Wagner, Assistant Director  
Division of Probation and Parole*

In FY 2004, the probation population in Kentucky increased 27% and the parole population increased 17%. Both of these figures are in the top three in the nation.

The Department of Corrections was able to hold the increase in average caseload per officer to a minimum by taking some Probation and Parole Officers out of the institutions and returning them to community supervision duties.

The Division of Probation and Parole also adjusted the minimum contact (office and field visits) requirements to allow officers to devote their attention to offenders in need of close supervision based on offender conduct rather than contacts driven solely by policy.



*Christie Rarick, Executive Assistant, Office  
of Community Services and Local Facilities*

# Office of Community Services and Local Facilities

In FY 2004, the Division of Probation and Parole continued its efforts to explore alternatives to incarceration for non-violent offenders. A range of sanctions is being utilized in dealing with offenders in violation of their probation or parole conditions, ranging from outpatient treatment to long-term residential programs.

As FY 2004 drew to a close the Division of Probation and Parole was in the process of identifying the first fifty parolees in need of intensive substance abuse treatment who would be referred to a new treatment program at the Roederer Correctional Complex.

The Division of Probation and Parole continued its involvement in other sentencing alternatives

including Drug Courts and electronic monitoring.

The Division of Probation and Parole continues to look towards the future. Committees were ap-



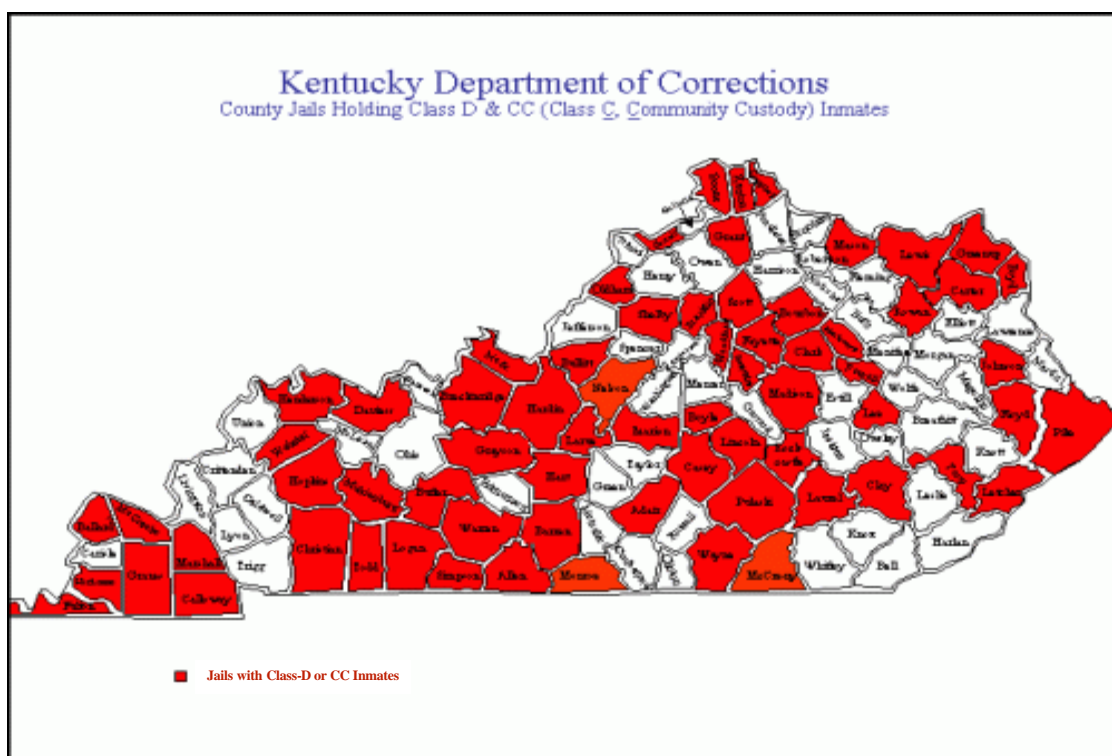
*Connie Westmoreland, Probation and Parole, Interstate Compact Section*

pointed to address pre-service and in-service training and to review, edit and revise all current Corrections Policies and Proce-

dures that apply to probation and parole. These initiatives were taken in anticipation of the Division of Probation and Parole making application for accreditation by the American Correctional Association.

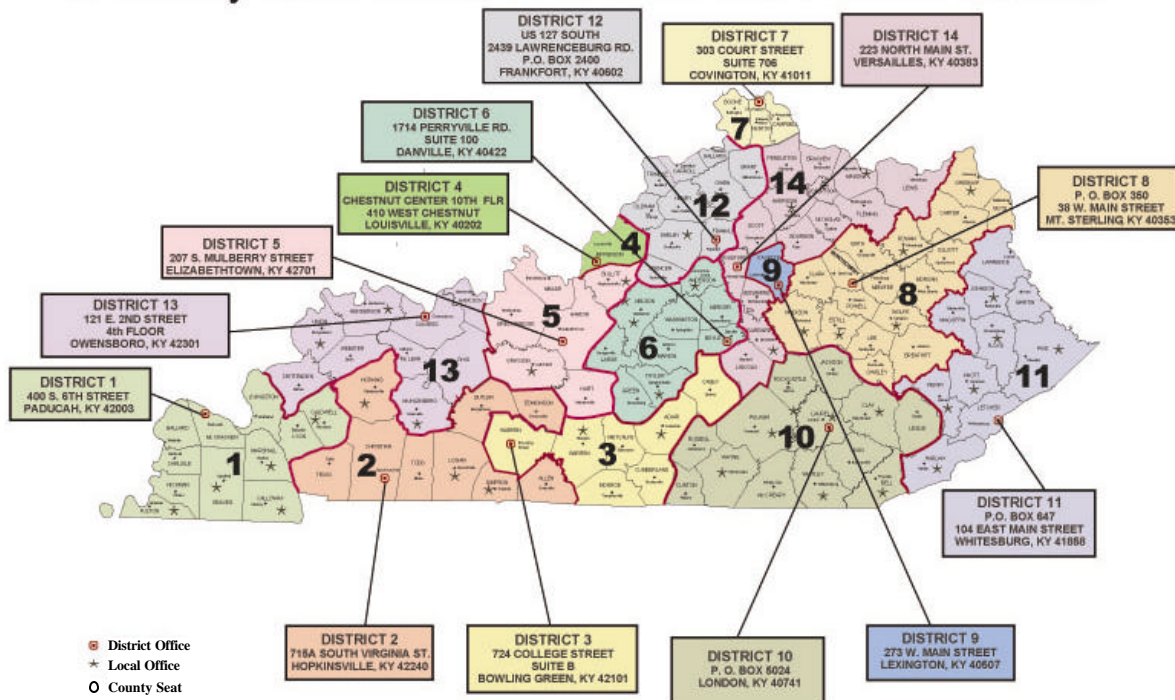
In addition to the service to the Commonwealth, many employees within the Division of Probation and Parole lend their talents to volunteer organizations in their respective communities.

Probation and Parole employees are active supporters of Kentucky Special Olympics, the Kenton County Resource Center, the Center for Families and Children, the Crusade for Children and Dare to Care to name just a few.



# Office of Community Services and Local Facilities

## Kentucky Corrections Probation and Parole Districts



The counties are organized into 14 supervisory districts.

### Probation and Parole District Offices

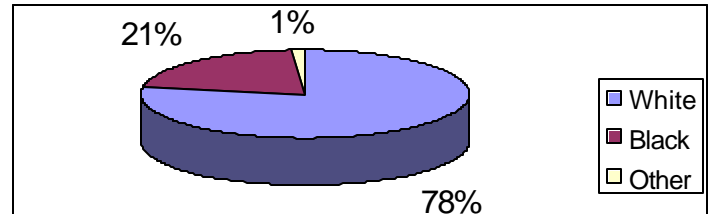
District 1 Supervisor Mike Wurth	Jon Borie	District 9 Lelia Lee VanHoose
District 2 Tim Bartholemew	David Munden	District 10 Fred Yaden
District 3 Gary Barnes	Julian Ray Baker	District 11 Ann Mullins
District 4 Manager Patricia Combs	Cathy Wise	District 12 Chris Copenhaver
District 4 Supervisors Teresa Atwell	District 5 Kenny Jones	District 13 Joy Horton
	District 6 Warren Lambert	District 14 Michael Burnett
	District 7 Christie Feldman	
	District 8 Jim McDonald	

## Division of Local Facilities

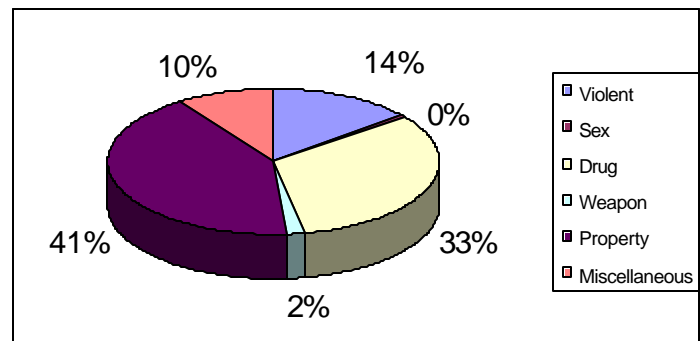
### Population Data

#### Demographics (Class D Felons)

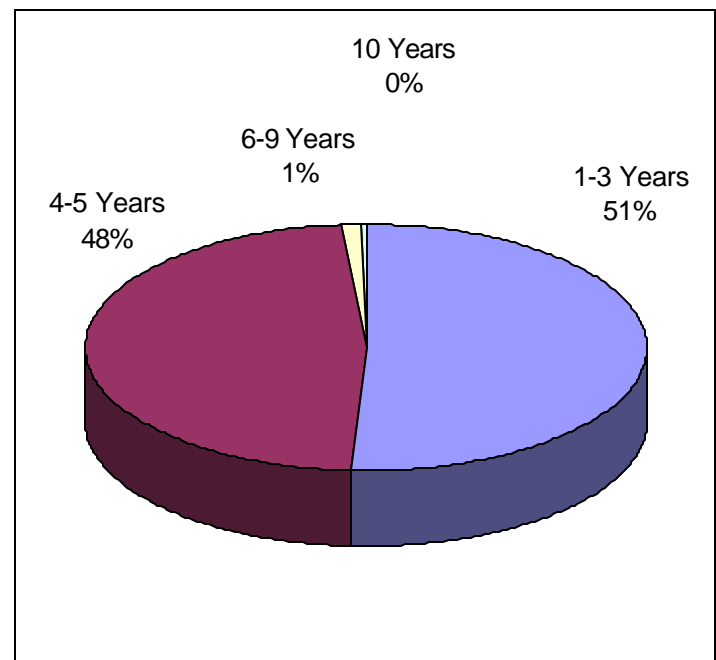
Race	Number	Percent
White	2,527	77.2%
Black	701	21.4%
Other	47	1.4%
Total	3,275	100.0%



Type of Offense	Number	Percent
Violent	455	13.9%
Sex	16	0.5%
Drug	1,066	32.5%
Weapon	52	1.6%
Property	1,370	41.8%
Miscellaneous	316	9.6%
Total	3,275	100.0%



Years To Serve	Number	Percent
1-3 Years	1,666	50.9%
4-5 Years	1,564	47.8%
6-9 Years	35	1.1%
10 Years	7	0.2%
11-14 Years	2	0.1%
15 Years	0	0.0%
16-20 Years	1	0.0%
Over 20 Years	0	0.0%
Life w/o Parole for 25 y	0	0.0%
Life w/o Parole	0	0.0%
Life	0	0.0%
Death	0	0.0%
Total	3,275	100.0%



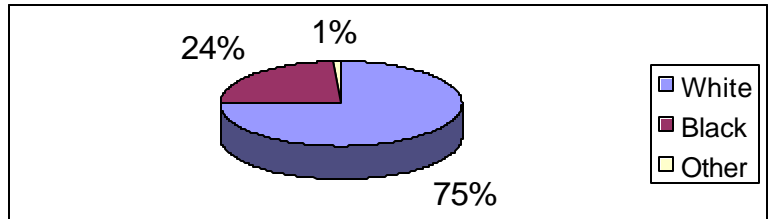


## Division of Local Facilities

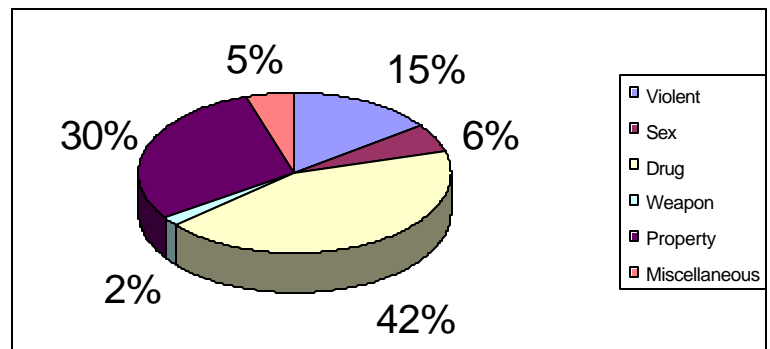
## Population Data

Demographics (Controlled Intake)

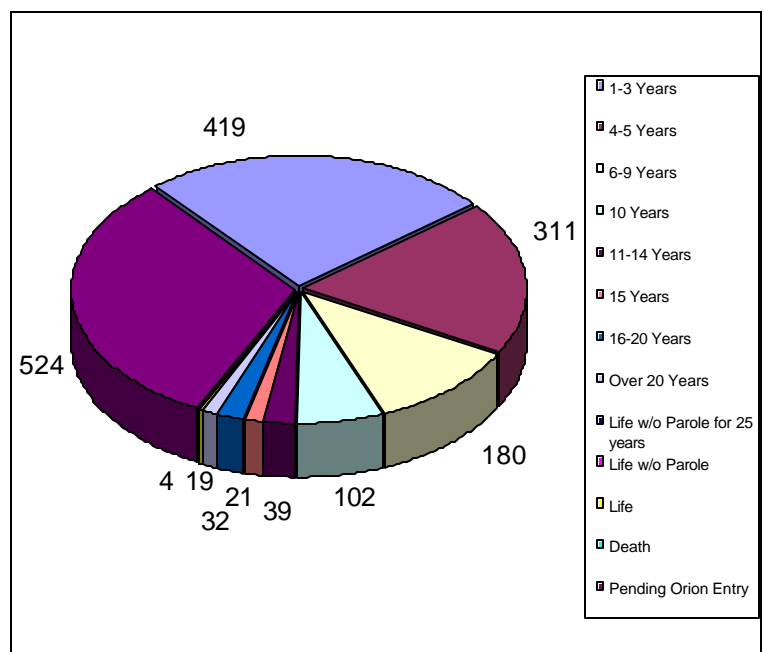
Race	Number	Percent
White	988	75%
Black	317	24%
Other	13	1%
Total	1,318	100%



Type of Offense	Number	Percent
Violent	168	15%
Sex	62	6%
Drug	489	43%
Weapon	17	2%
Property	334	30%
Miscellaneous	55	5%
Total	1,125	100%



Years To Serve	Number	Percent
1-3 Years	419	25%
4-5 Years	311	19%
6-9 Years	180	11%
10 Years	102	6%
11-14 Years	39	2%
15 Years	21	1%
16-20 Years	32	2%
Over 20 Years	19	1%
Life w/o Parole for 25 years	0	0%
Life w/o Parole	0	0%
Life	4	0%
Death	0	0%
Pending Orion Entry	524	32%
Total	1,651	100%

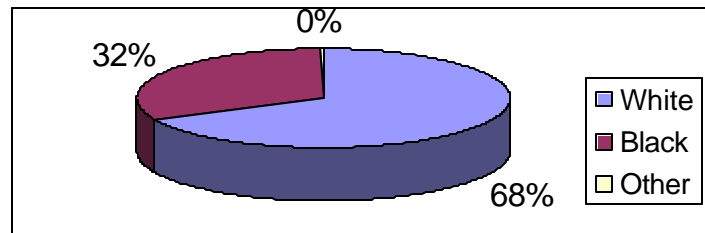


## Division of Local Facilities

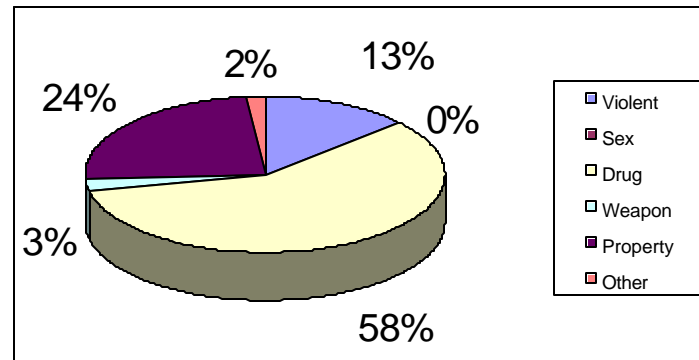
### Population Data

#### Demographics (Community Services)

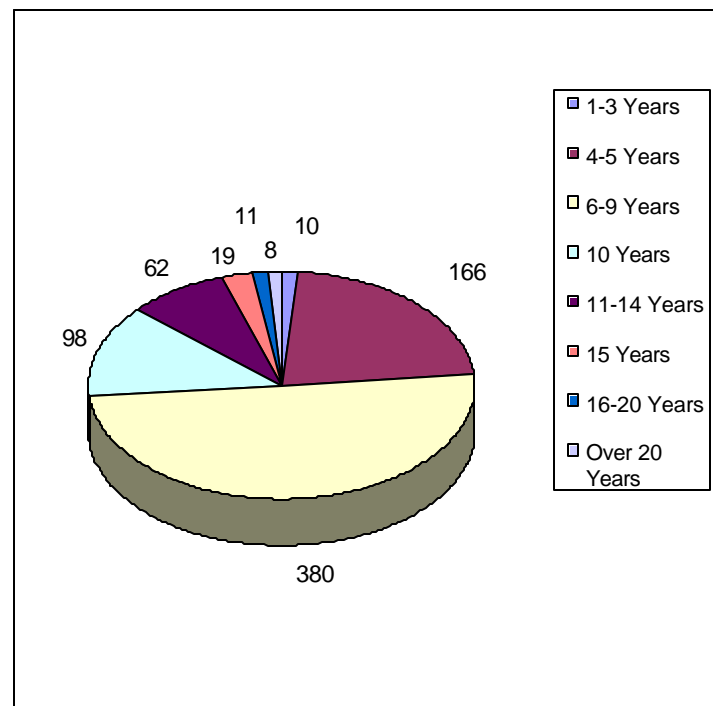
Race	Number	Percent
White	514	68%
Black	238	32%
Other	2	0%
Total	754	100%



Type of Offense	Number	Percent
Violent	100	13%
Sex	0	0%
Drug	439	58%
Weapon	19	3%
Property	183	24%
Other	13	2%
Total	754	100%



Years To Serve	Number	Percent
1-3 Years	10	1%
4-5 Years	166	22%
6-9 Years	380	50%
10 Years	98	13%
11-14 Years	62	8%
15 Years	19	3%
16-20 Years	11	1%
Over 20 Years	8	1%
Life w/o Parole for 25 y	0	0%
Life w/o Parole	0	0%
Life	0	0%
Death	0	0%
Total	754	100%

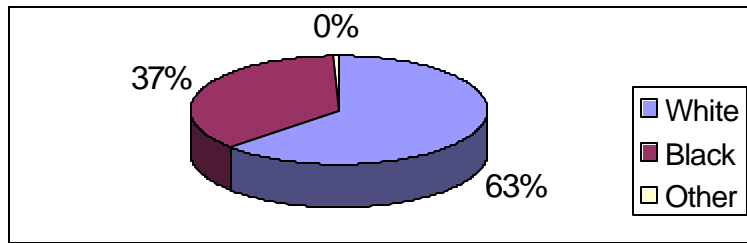


## Division of Local Facilities

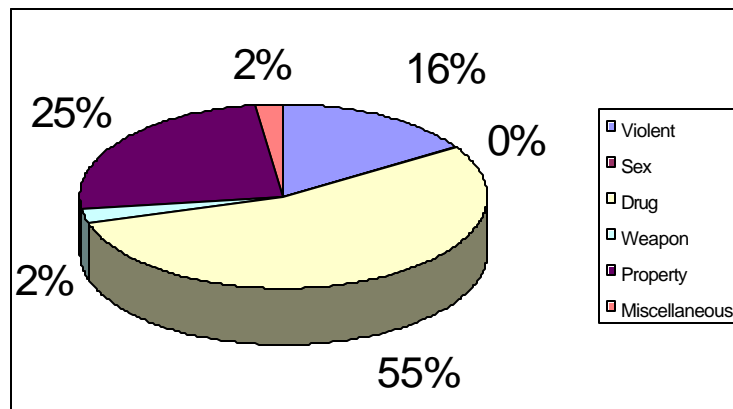
## Population Data

Demographics (Halfway Houses)

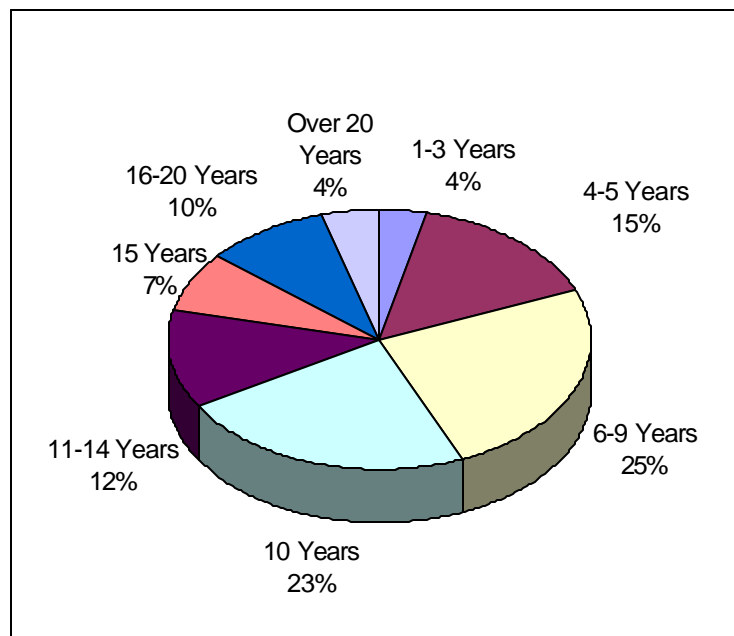
Race	Number	Percent
White	389	63%
Black	226	37%
Other	3	0%
Total	618	100%



Type of Offense	Number	Percent
Violent	98	16%
Sex	2	0%
Drug	334	54%
Weapon	15	2%
Property	155	25%
Miscellaneous	14	2%
Total	618	100%



Years To Serve	Number	Percent
1-3 Years	22	4%
4-5 Years	95	15%
6-9 Years	153	25%
10 Years	141	23%
11-14 Years	75	12%
15 Years	46	7%
16-20 Years	59	10%
Over 20 Years	27	4%
Life w/o Parole for 25 y	0	0%
Life w/o Parole	0	0%
Life	0	0%
Death	0	0%
Total	618	100%



## 2004 Highlights

### Commissioner's Awards

Patricia A. Turpin	Blackburn Correctional Complex
Randal Jackson	Western Kentucky Correctional Complex
Milton Madden	Kentucky State Penitentiary
Julie Tinsley	Probation & Parole
Richard Fulks	Eastern Kentucky Correctional Complex

### Deputy Commissioner's Awards

Cookie Crews	Adult Institutions
Ronnie Freeman	Community Services and Local Facilities
Jerry Somers	Support Service
Transition's WRAP House	Community Service Center

### Adult Institutions

Christopher Patterson	BCFC	Mary Hargis	KCIW
Lorenza Abrams	GRCC	Cheryl Shuck	FCDC
Linda Lewis	KSP	James Williams	BCC
Gary Prestigiacomo	LLCC	John Sewell	KSR
DeEdra Hart	WKCC	Mendalyn L. Cochran	NTC
James Green	EKCC	Tandy Wells	RCC
Robert Chad Carey	MAC	Bessie Hughes	LAC

### Warden of the Year

James B. Mitchell, FCDC

### Probation & Parole

Jason Luebker	District 1	Nancy Matthews	District 2
Carla Grimes	District 3	Mike Wilcoxson	District 4-1
Kevin Shartzter	District 4-2	Beverly DaVania	District 4-3
Bill Butner	District 4-4	Brian Patterson	District 4-5
Trenton S. VanMeter	District 5	James E. Henderson	District 6
Charles H. Bell	District 7	Dennis Human	District 8
Darlene Lowe	District 9	Douglas Perkins	District 10
Sharon Meachum	District 11	Karen Reynolds	District 13
Deborah L. Spencer	District 14		

### Probation & Parole Supervisor of the Year

Christie Feldman District 7

### Commissioner's Award Finalists

Tim Puckett	GRCC	Troy Pollock	LLCC
Becky Pancake	WKCC	Caroline Murphy	District 1
Linda Lewis	KSP	James Wagner	District 4 - 1
Retha Brock	BCFC	Randall Moser	District 4 - 1
Michelle Gray	RCC	Jill Williams	District 4 - 4
Joe Martin	WKCC	Rebecca Lee	District 8
Vallory Bates	KSR		

### Adult Institutions Achieving ACA Reaccreditation In 2004

Bell County Forestry Camp  
 Eastern Kentucky Correctional Complex  
 Kentucky State Penitentiary

*All Kentucky DOC prisons are ACA accredited. The reaccreditation process occurs on a three-year cycle.)*

### DOC Staff Achieving ACA Certification or Recertification

John D. Rees, CCE, re-certified 11/02/04	Larry D. Chandler, CCE, certified 1/10/04
Joe Rion, CCE, certified 5/22/04	Byron Jasis, CCM, certified 7/31/04
Rebecca Hendon, CCS, certified 7/10/04	Jeffrey A. Shaw, CCO, certified 10/7/04
Michael D. Spindler, CCO, certified 10/7/04	



# Directory

## DOC Executive Offices

### Commissioner's Office

**502-564-4726**
**Rees, John**

Thompson, Robin

Fax Number 502-564-5037

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### Office of Support Services

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Sudduth, Pat

Fiscal Management Branch 502-564-4726

Lemaster, Gary

Purchasing

Robinson, Kathy

Contract Management Branch 502-564-7290

Buckley, Eric

Contracts Program

Dunn, Georgia

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Adams, Brigid

Hall, John F. 502-564-4726

Property Section 502-564-2094

Dean, Jimmy

Mail Room 502-564-7290

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**Kentucky Correctional Industries** **502-573-1040**

O'Laughlin, Michael

Farms Branch 502-573-1040

Tipton, Truman

Sales Branch 502-573-1040

Morris, William

Operations Branch 502-573-1040

Vance, Jerry

BCC/FCDC Operations 502-564-2120

Cornn, Mark

EKCC Operations 606-743-2800

Price, Ronnie

GRCC Operations

270-754-9022

Blalock, Roger

KCIW Operations 502-241-8454

Kidder, Bill

KSP Operations 270-388-2211

Oliver, Jackie

KSR Operations 502-222-9441

Butts, Rick

LLCC Operations 502-222-9058

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Pinska, Don

**Division of Corrections Training** **502-426-0454**

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Hendon, Rebecca

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### Office of Adult Institutions

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**Mental Health Division 502-564-2220**

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## Institutions

Bell County Forestry Camp 606-337-7065

Ferguson, Michael

Blackburn Correctional Complex 859-246-2366

Haney, Steve

Eastern Kentucky Correctional Complex 606-743-2800

Motley, John

Frankfort Career Development Center 502-564-2120

Combs, Cookie

Green River Correctional Complex 270-754-5415

Webb, Patti

Kentucky Correctional Facility for Women 502-241-8454

Deuth, Doris

Kentucky State Penitentiary 270-388-2211

Haeberlin, Glenn

Kentucky State Reformatory 502-222-9441

Chandler, Larry

Luther Luckett Correctional Complex 502-222-0363

Dailery, Tom

Northpoint Training Center 859-239-7012

Satterly, Joan

Roederer Correctional Complex 502-222-0170

Sweatt, James

West Kentucky Correctional Complex 270-388-0031

Simpson, Thompson

Lee Adjustment Center

Stovall, Randy

Marion Adjustment Center

Mudd, Caroline

## Office of Community Services and Facilities

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Interstate Compact (P&P)

Tolley, Angela

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District 4 West 502-595-3405

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Borie, Jon

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District 4 Chestnut Center 502-595-4035

Powers, Rob

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District 4 Southwest 502-933-1719

Atwell, Teresa

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District 5 270-766-5073

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District 7 859-292-6555

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District 8 859-498-2524

McDonald, Jim

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District 9 859-246-2177

VanHoose, Lelia

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District 10 606-864-2844

Yaden, Fred

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District 11 606-633-4801

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District 12 502-564-4795

Copenhaver, Chris

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Horton, Joy

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